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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, January 12, 2011
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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1. Roll call

2. Public Comment

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3. Review and Approval of the Full Commission Meeting Minutes of November 9, 2010 (ACTION ITEM)

4. Welcoming New Commissioner, Susan Jones (DISCUSSION ONLY)

5. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - Status Report of Probation Department Operations by Chief Siffermann
   - Welcoming New Finance Director, Catherine McGuire by Allison Magee.
   - Summary of *Improving Effectiveness of Juvenile Justice Programs* published by the Center for Juvenile Justice Reform at Georgetown University by Allen Nance

   b. Committee Reports

6. Future Agenda Items (ACTION ITEM)

   Announcements

   - New Committee Assignments by Commission President Woodson

7. Adjournment (ACTION ITEM)

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MATERIALS RELATED TO AN ITEM ON THIS AGENDA ARE DISTRIBUTED TO THE COMMISSION MEMBERS AFTER DISTRIBUTION OF THE AGENDA PACKET, THOSE MATERIALS ARE ALSO AVAILABLE FOR PUBLIC INSPECTION AT THE COMMISSION OFFICE, 375 WOODSIDE AVENUE, SAN FRANCISCO, DURING NORMAL OFFICE HOURS.

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Meeting Minutes

1. **Roll Call**
   The Commission President called the meeting to order at 5:43 p.m. Commissioners Beijen, Chang, Jones and Woodson were present. Commissioner Wan arrived at 5:44 p.m. and Commissioner Arellano at 5:50 p.m.

2. **Public Comments.**
   No public comments.

3. **Review and Approval of the Full Commission Meeting Minutes of November 9, 2010 (ACTION ITEM)**
   Motion to approve the November 9, 2010 Full Commission Meeting Minutes by COMM Albright, second by COMM Beijen, and approved by the rest of the Commission.

4. **Welcoming New Commissioner, Susan Jones (DISCUSSION ONLY)**
   COMM Woodson welcomed COMM Jones. COMM Jones said that she is incredibly honored to have the opportunity to be appointed on the Commission. She grew up in the Western Addition neighborhood, matriculated through the public school system, and is extremely passionate about helping the youth in the community. She has seen what the lack of resources can have on a family. Her family has a long standing history with JPD. Her mother used to volunteer and teach drama and her sister was on the Police Commission and they would take the kids to tennis matches.
   No public comments.

5. **Report to the Commission (DISCUSSION ONLY)**

   a. **Chief's Report:**

   - **Status Report of Probation Department Operations by Chief Siffermann**
     Chief Siffermann reviewed the highlights of the report (see supporting document).
     Juvenile Hall: When Chief Siffermann arrived in 2005, the population at Juvenile Hall was

106 youths; today the average daily population was 84 youths; overtime was reduced; five of the eight living units are occupied; and reduced incidents of detention based violence. The Assistant Director position is still vacant.
Probation Services: Imported evidence based programs; established JCRT (Juvenile Collaborative Re-entry Team) in collaboration with the Courts, PD and CBO; elevated in-service training events and initiatives; increased participation with SFPD to reduce juvenile crime and violence; incorporated youth and families to present at monthly sessions to better understand the system. The Probation Services Director's position is still vacant. Two senior supervisors have assumed the responsibilities.
Log Cabin Ranch: Galvanized universal support among the Courts, DA, PD, SFUSD, DPH and Probation; improved living conditions; restructured programming model according to a nationally recognized best practice in youth corrections that requires intense group interaction and vigilant staff facilitation; increased clinical services; incorporated SF Conservation Corps and Urban Sprouts into weekly schedule and curriculum; established aftercare planning and implementation strategies; tripled average daily census of seven in 2005 to 22 currently; and the 2011-2012 budget includes plans to expand resident capacity. The Log Cabin Ranch Director position is still vacant. Assistant Chief Allen Nance has served as the acting director.
Administration has reduced overtime by over $1 million by enforcing sick leave policy; reduced workers comp claims by over $1 million; restructured contractual services by blending violence prevention funds with DCYF and DPH; procured over $1 million in grant funds for detention reform, increased organizational capacity, abated racial and ethnic disparity and improved youth returning to the community from out-of-home placement; Allison Magee and Allen Nance have provided technical assistant to other departments; and improved relations with other City departments, practitioners and CBO's.
The present state of JPD is vigilant and capable made by the professional commitments of the staff and remains grateful to JPC for it support, particularly over its efforts to preserve and secure funding.
COMM Beijen and COMM Chang commended the JPD staff,
No public comments.

- **Welcoming New Finance Director, Catherine McGuire by Allison Magee.**
Ms. Magee introduced and welcomed Catherine McGuire. Ms. McGuire expressed that she is very excited to support and promote the mission of the department and has always been very passionate about juvenile issues. She is looking forward to working on these policy issues.

- **Summary of *Improving Effectiveness of Juvenile Justice Programs* published by the Center for Juvenile Justice Reform at Georgetown University by Allen Nance**
Mr. Nance discussed the evidence-based practices in the report (see supporting document). One of the highlights discussed was the need for a standardized risk assessment, a tool that guides the practitioners in understanding the needs of the youths and ways intervention should be applied to reduce recidivism. Also discussed was integrating the forward-looking administrative model for corrective intervention by using evidence based practice for reducing recidivism. Some specific tools not yet reviewed at JPD are the standardized program evaluation protocol to identify the strengths in each program; as well as opportunity to improve effectiveness of these programs. This report moves away from punitive deterrence based strategies and discusses ways to intervene in a therapeutic manner so that recidivism can be achieved. Other key points are the challenges in implementing evidence based programs; one of the most significant factors has to do with the fidelity of the implementation. Other challenges discussed come from long-standing cultures that often exist in organizations. The evidence based practices that are current in SF and identified in this report are cognitive behavioral intervention and specifically identified the multi-systemic therapy programs for correctional environments focused on reductions of delinquency. JPD has adopted the youth assessment and screening instrument, discussed in the standardized risk assessment.
COMM Woodson asked if there were any practices that he saw recommended in this report

that could be something JPD could focus on going forward. Mr. Nance said that one of the areas has to do with the ability to internally evaluate JPD's effectiveness in implementing tools, such as the standardized program evaluation protocol. Secondly, external evaluations, which is difficult for probation departments across the nation due to the costs, but it is something that should be looked at in the future to be evaluated independently. Having a multi-disciplined integrated system of care is an important strategy goal so that youth are not over-treated or under-served. This report deals with programmatic assessments; looking at actual programs that have been implemented and evaluate how effective those programs operate.

COMM Chang asked if JPD anticipates the need for capacity building in the internal evaluation process. Mr. Nance said that resources would need to be dedicated to that work and staff training. The data is currently being collected on a case-by-case basis; case files and reports. The way the information is collected is not really efficient and would require an amount of effort to go back and call that data to work to evaluate it. When JCRT was initiated, it was a more thoughtful process, regarding not only identifying evaluation components to report to federal funders, but to evaluation internally. JPD is revamping the information system; recognizing the need to add information elements to the system or look at a new case management system to run reports. COMM Chang strongly recommends the new system.

COMM Beijen also recommended the need for outside expert evaluation. Mr. Nance agreed.

No public comments.

b. Committee Reports

- The Programs Committee is scheduled on January 19th at JPD.
- No public comments.

6. Future Agenda Items (ACTION ITEM)

Announcements

- New Committee Assignments by Commission President Woodson was postponed until after the JPC President and Vice President elections.
- No public comments.

7. Adjournment (ACTION ITEM)

- The meeting adjourned at 6:45 p.m.

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1. Roll call

2. Public Comment

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3. Review and Approval of the Full Commission Meeting Minutes of January 12, 2011 (ACTION ITEM)

4. Commission President Woodson's Report on FY11-12 Budget Meeting with Mayor Lee (DISCUSSION ONLY)

5. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - Summary of the Corrections Standards Authority Request for Proposals solicited for the Probation and Court-Based Alternatives (PCBA) Project and outline JPD's plan by Chief Siffermann

   - FY11-12 Budget Presentation by Allison Magee and Catherine McGuire

   b. Committee Reports

6. Review and Approve Full Commission Letter Recommending JPD's Budget to the Mayor's Office (DISCUSSION AND ACTION ITEM)

7. Election of Commission President and Vice President (DISCUSSION AND ACTION ITEM)

8. Future Agenda Items (ACTION ITEM)

   Announcements

9. Adjournment (ACTION ITEM)

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Meeting Minutes

1. **Roll Call**
   The Commission Vice President Chang called the meeting to order at 5:38 p.m. Commissioners Arellano, Beijen, Chang, and Jones were present. Commissioner Wan arrived at 5:41 p.m.; Commissioner Albright and Woodson arrived at 5:48 p.m.

2. **Public Comments.**
   Steven Pitocchi and Alexander Hodson, Worksite Organizers, Local 21, said their organization is being more active with Commissions and wants them to look at issues, within their scope, if Local 21 is not able to resolve issues with management.
   COMM Chang expressed that the Commission appreciates the work done at LCR by JPD and Local 21.
   Fred Nelson, YGC employee and Chapter 1021 President, came to support and learn about the Commission.

3. **Review and Approval of the Full Commission Meeting Minutes of January 12, 2011 (ACTION ITEM)**
   Motion to approve the January 12, 2011 Full Commission Meeting Minutes by COMM Beijen, second by COMM Arellano, and approved by the rest of the Commission.

4. **Commission President Woodson's Report on FY11-12 Budget Meeting with Mayor Lee (DISCUSSION ONLY)**
   Tax revenues from property and small businesses are stabilizing, however, there is a $380 million shortfall, mainly from retirement and pension benefits. The City has a $6.5 billion dollar budget, but only $1.1 to $1.2 billion is discretionary and the $380 million general fund is applied to that amount. The Mayor wants departments to submit their budgets without any adbacks. The Mayor also wants to implement a comprehensive five-year plan and wants departments to submit their plans to his office. The Mayor's priorities are the budget; appointing a new Police Chief; America's Cup; and reforming the pension plan system. The Mayor would like to focus on tourism, green tech, and small businesses.
   COMM Chang added that the Mayor is asking for a 10% cut in FY11-12.

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   COMM Chang added that the Mayor is asking for a 10% cut in FY11-12.

No public comments.

5. **Report to the Commission (DISCUSSION ONLY)**

   a. **Chief's Report:**

   - **Summary of the Corrections Standards Authority Request for Proposals solicited for the Probation and Court-Based Alternatives (PCBA) Project and outline JPD's plan by Chief Siffermann.**
     The RFP addresses minors brought into detention; failures to appear; and bench warrants. JPD will submit a proposal on February 24th. The proposal establishes a Saturday community-based, probation-support program that can be performed in the community that involves the parent and youth in a six-hour program. This would advance youths understanding of the rules of probation, provide parent enrichment and solicit their support, and advance evidence-based practices. Another component is to enhance the probation orientation program. JPD is looking to develop an intermediary sanctions grid, which list responses to technical probation violations that PO's will have available in lieu of bringing matters to court. Warrants are the second main reason for detention and these can be mitigated by increased understanding of court dates. A court notification program will remind youths of court hearings through electronic telephone calls. This program is for one year and the maximum grant amount is $300,000. JPD will know in May if this RFP has been approved and the work will begin in July. JPD's intention is to focus on developing internal system practices and policies and will keep the Commission apprised.
     COMM Beijen hopes the Commission will support JPD to categorize warrants.
     COMM Chang asked what would cover the bulk of the funding. Chief Siffermann said that it would cover sites, hospitality, presenters (PO's) for programs and curriculums, and technical assistance to develop court sanctions grid. The grants are competitive with other counties.
     COMM Jones asked if there were any cost savings. Chief Siffermann said shaving bed days would save costs. Court hearings are expensive events due to all involved.
     No public comments.

   - **FY11-12 Budget Presentation by Allison Magee and Catherine McGuire.**
     There will be a $380 million shortfall in the city's budget and the Mayor's office has asked all departments to identify a 20% cut. The first 10% is in the amount of $2.4 million and the 10% contingency is $2.4 million. JPD's total reduction amount is $4.8 million. JPD will not be submitting any cuts to the Mayor's office in the FY11-12 budget proposal.
     COMM Albright asked if there were any adbacks last year and Ms. Magee said there were CBO adbacks.
     No public comments.

   b. **Committee Reports**

   - The Programs Committee met on January 19th and Elizabeth Fairbanks, Executive Director with the non-profit organization, City Youth Now presented. The organization has been around for 60 years and has a budget of $350,000. It serves youth in SF foster care and juvenile justice systems. City Youth Now is holding fundraisers on April 29th and December 2nd and would appreciate the support of the Commission.
     No public comments.

6. **Review and Approve Full Commission Letter Recommending JPD's Budget to the Mayor's Office (DISCUSSION AND ACTION ITEM)**
   - The letter was reviewed and the item will be moved to the March 9, 2011 Full Commission agenda for discussion and action item. An item to approve JPD's budget will also be on the March agenda for discussion and action item.
     COMM Albright motioned that the Full Commission draft a letter to support JPD's

recommended budget proposal to the Mayor's office for FY11-12. The Commissioners voted and there were seven "Ayes." Motion carries.
No public comments.

7. **Election of Commission President and Vice President (DISCUSSION AND ACTION ITEM)**
   - COMM Beijen nominated COMM Chang for President, second by COMM Woodson. The Commissioners voted and there were seven "Ayes." COMM Chang was elected President.
     No public comments.
   - COMM Chang nominated COMM Beijen for Vice President, second by COMM Woodson. The Commissioners voted and there were seven "Ayes." COMM Beijen was elected Vice President.
     No public comments.

8. **Future Agenda Items (ACTION ITEM)**

   Announcements

   - COMM Wan requested a copy of JPD's line item FY11-12 budget.
   - COMM Chang thanked COMM Woodson for her service to this Commission as an outstanding president.
   - No public comments.

9. **Adjournment (ACTION ITEM)**

   - The meeting adjourned at 6:57 p.m.

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3. Review and Approval of the Full Commission Meeting Minutes of February 9, 2011 (ACTION ITEM)

4. Community Needs Assessment (CNA) Presentation by Maria Su, Director, Department of Children, Youth and Their Families (DCYF)

5. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - Report on JPD's participation in Santa Clara County's discussions of a separate Juvenile Probation Department

   b. Committee Reports

6. Approve JPD's Proposed FY11-12 Budget Submission to the Mayor's Office (DISCUSSION AND ACTION ITEM)

7. Review and Approve Full Commission Letter Recommending JPD's FY11-12 Budget to the Mayor's Office (DISCUSSION AND POSSIBLE ACTION ITEM)

8. Future Agenda Items (ACTION ITEM)

   Announcements

9. Adjournment (ACTION ITEM)

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JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, March 9, 2011
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Commissioners
Julian Chang, President
Dirk Beijen, Vice President
Katharine Albright
Joseph Arellano
Susan Jones
Sarah Ching Ting Wan
Rebecca Woodson

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Meeting Minutes

1. **Roll Call**
   The Commission Vice President Beijen called the meeting to order at 5:40 p.m. Commissioners Albright, Arellano, Beijen, Jones and Woodson were present. Commissioners Chang and Wan were excused.

2. **No public comments.**

3. **Review and Approval of the Full Commission Meeting Minutes of February 9, 2011 (ACTION ITEM)**
   Motion to approve the February 9, 2011 Full Commission Meeting Minutes by COMM Albright, second by COMM Woodson, and approved by the rest of the Commission.
   No public comments.

4. **Community Needs Assessment (CNA) Presentation by Maria Su, Director, Department of Children, Youth and Their Families (DCYF) (DISCUSSION ONLY)**
   Sandra Naughton and Diana Oliva-Aroche presented on behalf of Maria Su. The presentation outlined DCYF's goals and the community needs assessment processes and preliminary findings. It is organized around citywide, neighborhood, and population data (children: 0-5 years; 6-13 years; and 14-24 years); and families with children. The needs assessment is part of a three-year cycle to develop a citywide action plan and priorities for funding: Year 1 - CNA: identifies needs; Year 2 - Children's Services Allocation Plan: analyzes current spending and identifies priorities for future spending; and Year 3 - RFPs: fund programs and services identified. DCYF's budget is $70 million.
   Chief Siffermann acknowledged the supportive services provided between DCYF and JPD and is very pleased with the partnership. The Chief also noted the afterschool program findings and partnership with SFUSD promotes youth employment.
   Liz Jackson-Simpson expressed her support for the CNA report and encourages the Commission to support youth employment.
   No public comments.

5. **Report to the Commission (DISCUSSION ONLY)**

   a. **Chief's Report:**

   - **Report on JPD's participation in Santa Clara County's discussions of a separate Juvenile Probation Department.**
     Chief Siffermann and Allison Magee attended this meeting, which was a follow-up to JPD's meeting that occurred last summer regarding SF's separate juvenile system model. Santa Clara is interested in creating a similar system. Chief Siffermann discussed the benefits of the stand-alone juvenile probation department and the issues related in regards to public safety and the social service network regarding education; child welfare; support services families require; resources needed to support these efforts; and evidence based practices.
     No public comments.

   b. **Committee Reports**

6. **Approve JPD's Proposed FY11-12 Budget Submission to the Mayor's Office (DISCUSSION AND ACTION ITEM)**
   - COMM Albright requested to see JPD's budget prior to recommending JPD's budget to the Mayor's Office. This item will be moved to the April 13, 2011 Full Commission agenda for action item.
     No public comments.

7. **Review and Approve Full Commission Letter Recommending JPD's Budget to the Mayor's Office (DISCUSSION AND ACTION ITEM)**
   - COMM Albright requested to see JPD's budget prior to recommending the Full Commission letter recommending JPD's budget to the Mayor's Office. This item will be moved to the April 13, 2011 Full Commission agenda for discussion and action item.
     No public comments.

8. **Future Agenda Items (ACTION ITEM)**

   Announcements

   - COMM Woodson recommended new committee assignments.
   - COMM Beijen suggested the Full Commission meeting be moved to 6 p.m., if 5:30 p.m. is not suitable for most Commissioners.
   - COMM Woodson recommended suggestions for off-site meetings that the Commission should have twice a year.
   - No public comments.

9. **Adjournment (ACTION ITEM)**

   - The meeting adjourned at 6:42 p.m.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, April 13, 2011
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

1. Roll call

2. Public Comment

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3. Review and Approval of the Full Commission Meeting Minutes of March 9, 2011 (ACTION ITEM)

4. LGBT Youth in Custody Presentation by Cecelia Chung, HRC Commissioner (DISCUSSION ONLY)

5. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - Presentation of the new JPD/UC Berkeley School of Optometry Vision Testing Program

   b. Committee Reports

6. Approve JPD's Proposed FY11-12 Budget Submission to the Mayor's Office (ACTION ITEM)

7. Approve Full Commission Letter Recommending JPD's FY11-12 Budget to the Mayor's Office (ACTION ITEM)

8. Future Agenda Items (ACTION ITEM)

   Announcements

   - Per COMM Chang, the June Full Commission meeting will be held offsite at the African American Cultural Center (District #5) at 6 p.m.

9. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, April 13, 2011
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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Commissioners
Julian Chang, President
Dirk Beijen, Vice President
Katharine Albright
Joseph Arellano
Susan Jones
Sarah Ching Ting Wan
Rebecca Woodson

Meeting Minutes

1. **Roll Call**
   The Commission President called the meeting to order at 5:30 p.m. Commissioners Arellano, Beijen, Chang, and Jones were present. Commissioners Albright, Wan and Woodson were excused.

2. **No public comments.**

3. **Review and Approval of the Full Commission Meeting Minutes of March 9, 2011 (ACTION ITEM)**
   Motion to approve the March 9, 2011 Full Commission Meeting Minutes by COMM Beijen, second by COMM Arellano, and approved by the rest of the Commission.
   No public comments.

4. **LGBT Youth in Custody Presentation by Cecelia Chung, HRC Commissioner (DISCUSSION ONLY)**
   Ms. Chung is affiliated with Asian & Pacific Islander Wellness Center and consults with the transgender youth in the juvenile systems. Ms. Chung has been a strong advocate for LGBT for many years and is also a support member of Just Detention International, which assists to stop sexual violence on inmates. Ms. Chung feels that LGBT youth in juvenile probation systems nationwide do not feel safe to disclose their gender identities to probation staff or their families for fear of rejection or bullying. Chief Siffermann said that there is an ombudsman at JPD who responds to all complaints and grievances are taken very serious.
   No public comments.

5. **Report to the Commission (DISCUSSION ONLY)**

   a. **Chief's Report:**

   - **Presentation of the new JPD/UC Berkeley School of Optometry Vision Testing Program**
     Chief Siffermann said that the vision testing program is for youths in the SF juvenile court

system and provides free vision testing and corrective lenses. Monthly trips are scheduled to the clinic that JPD will sponsor, seven appointments are scheduled for this Friday (three from LCR; four from JPD), and lunch will be provided by a sponsor. Chief Siffermann will keep the Commission apprised on the results of this new and exciting program.
No public comments.

b. **Committee Reports**

6. **Approve JPD's Proposed FY11-12 Budget Submission to the Mayor's Office (ACTION ITEM)**
   - Motion to Approve JPD's Proposed FY11-12 Budget Submission to the Mayor's Office by COMM Chang, second by COMM Beijen, and approved by the rest of the Commission.
     No public comments.

7. **Approve Full Commission Letter Recommending JPD's Budget to the Mayor's Office (DISCUSSION AND ACTION ITEM)**
   - Motion to Approve Full Commission Letter Recommending JPD's Budget to the Mayor's Office, as edited, by COMM Arellano, second by COMM Beijen, and approved by the rest of the Commission.
     No public comments.

8. **Future Agenda Items (ACTION ITEM)**

   Announcements

   - COMM Chang will be assigning members to committees.
   - COMM Chang said that the June 8th Full Commission meeting will be held at the African American Arts and Culture Complex at 6 p.m., and welcomes suggestions from the Commission for future offsite meeting locations.
   - Allison Magee said that the budget meetings will be held on the third and fourth weeks of June and encourages the Commission to attend.
   - No public comments.

9. **Adjournment (ACTION ITEM)**

   - The meeting adjourned at 6:43 p.m.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, June 8, 2011
6 p.m.
African American Art & Culture Complex
762 Fulton Street, Hall of Culture Room
San Francisco, CA 94102

06-03-11 P02:07 RCVD

1. Roll call

2. Public Comment

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3. Review and Approval of the Full Commission Meeting Minutes of April 13, 2011 (ACTION ITEM)

4. African American Art & Culture Complex (AAACC) Presentation by London Breed, Executive Director, AAACC (DISCUSSION ONLY)

5. Commission President Chang's Update on Mayor Lee's 06-01-11 Budget Speech (DISCUSSION ONLY)

6. Chief Probation Officer Siffermann's Nomination of Commission's Certificate of Recognition for Sai-Ling Chan Sew, Director of Community Behavioral Health Services, Department of Public Health (DISCUSSION AND POSSIBLE ACTION ITEM)

7. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - Update on Operations and Programs

   b. Committee Reports

8. Future Agenda Items (ACTION ITEM)

   Announcements

9. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, June 8, 2011
6 p.m.
African American Art & Culture Complex
762 Fulton Street, Hall of Culture Room
San Francisco, CA 94102

Commissioners
Julian Chang, President
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Rebecca Woodson

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Meeting Minutes

1. **Roll Call**
   The Commission President called the meeting to order at 6:15 p.m. Commissioners Arellano, Chang, Wan and Woodson were present. Commissioner Albright arrived at 6:16 p.m. Commissioners Beijen and Jones were excused.

2. **No public comments.**

3. **Review and Approval of the Full Commission Meeting Minutes of April 13, 2011 (ACTION ITEM)**
   Motion to approve the April 13, 2011 Full Commission Meeting Minutes by COMM Albright, second by COMM Wan, and approved by the rest of the Commission.
   No public comments.

4. **African American Art & Culture Complex (AAACC) Presentation by London Breed, Executive Director, AAACC (DISCUSSION ONLY)**
   AAACC is a 3400 square foot arts facility and has performances, events, plays, classes, and programs (30% of classes are for kids). A number of arts organizations utilize space to produce their work. Currently, AAACC has a partnership with DeYoung Museum, where an artist receives a $25,000 fellowship. Throughout the space, art is exhibited and artists are paid for their work. A state of the art recording facility was built so kids could have an opportunity where they could work hard, be successful and feel safe, instead of turning to crime. Education and employment is now a reality. The goal is to make a difference and provide opportunities to kids so they do not turn to crime and prosper in their adult lives. Chief Siffermann expressed that JPD would be happy to explore any opportunities with AAACC to assist kids. Ms. Breed said that JPD's Probation Officers have been bringing kids to AAACC to express themselves in an artistic manner. COMM Chang asked how integrated the AAACC arts programs are with the school district. Ms. Breed said that they have a list of teachers from the school district and send out flyers when they are looking to hire instructors.

COMM Chang asked how the kids get jobs. Ms. Breed said that when they perform as artists, they get paid. In addition, they get paid a stipend in teen programs. Kids are introduced to executives and successful entrepreneurs to inspire them.
No public comments.

5. **Commission President Chang's Update on Mayor Lee's 06-01-11 Budget Speech (DISCUSSION ONLY)**
The City's budget is $6.83 billion dollars and does not include any budget cuts for police officers, fire fighters, nurses and JPD. The Mayor stated that SF needed to be safe, successful, and solvent. Chief Siffermann added that an important element to the Mayor's budget preparation was that the Mayor met with each supervisor in their districts, as well as the community, to hear their concerns. In addition, all of JPD's recommendations were advanced to BOS with the exception of the proposal to expand LCR to include another pod, which will require $600,000-700,000. JPD received this news a week before the budget was approved by the Mayor's Office and a few supervisors have since visited LCR.
COMM Woodson asked if adbacks would be required for this development at LCR since the Mayor wanted to move away from this as mentioned at the prior budget meeting. Chief Siffermann said that there may be some need for adbacks. This would be the third pod this year and a fourth pod will be added the following year.
No public comments.

6. **Chief Probation Officer Siffermann's Nomination of Commission's Certificate of Recognition for Sai-Ling Chan Sew, Director of Community Behavioral Health Services, Department of Public Health (DISCUSSION AND POSSIBLE ACTION ITEM)**
Sai-Ling Chan Sew is retiring after 30 years of service at the end of June and her work has had a positive impact at JPD. She has helped youth and families that address behavioral health needs, and her work has enhanced other city departments and agencies. She was instrumental in helping the clinical services at LCR, as well as setting up the multi-systemic therapy system offered to youths in lieu of out-of-home placement.
Motion to approve by COMM Albright, second by COMM Wan, and approved by the rest of the commission.
No public comment.

7. **Report to the Commission (DISCUSSION ONLY)**

   a. **Chief's Report:**

Update on Operations and Programs

- Census at Juvenile Hall for the past five months is 89 kids; five of the units are open. This represents a 28% reduction in the average daily population from 2008;
- Staff has had shift bidding with collective bargaining units;
- Use of FMLA benefits has been an issue due to individuals being late to work and shifts need to be covered, which adds to salary utilization. There are 11 Probation Services staff members on long-term disability, which has reduced the workforce. The leave status positions cannot be filled and adjustments of staff have been made; court operations have been reduced, which has been difficult on the court system. JPD is looking at other city departments to see how they manage their FMLA benefits;
- The third vision testing at Berkeley Vision Center occurred. 15 youths have already been tested;

- A department wide review and revision of all policies and procedure manuals is underway for administration, LCR and JJC and is headed by a private, non-for-profit group;
- Director of Probation Services is still vacant;
- The LCR Director position is still vacant. LCR's population is stabilized. There are 22 youths at LCR; 1/3 of the youth are in their final phase of the program. The furlough system has been expanded under Assistant Chief Probation Officer Allen Nance; the staff meets with the youths to discuss their progress prior to discharge. The staff organized the first annual Men's Conference at LCR. Bay Area motivational speakers attended and addressed the youths;
- Budget update: The LCR expansion was not accepted by the Mayor, but the need was recognized. After the budget was approved by the Commission and JPD was not going to be held to the further 10% reduction, Chief Siffermann advanced on developing a more balanced executive leadership component at JPD, something he has been working on for the past six years. With the working capital of the Mayor's Budget Office, Chief Siffermann advanced the salary/position adjustment held by Allison Magee to a comparable level of Assistant Chief Probation Officer to the Mayor's Budget Office for review and approval. It was accepted, is now part of the budget, and is based on the organizational needs of JPD. One assistant director would be involved in programs and services; the other would be involved in back-office and operations affecting JPD. JPD has the support of the BOS' Budget Committee Chair and will seek the support of the remaining Committee. The Budget Analyst will look for ways to trim department budgets and JPD is prepared to reduce budget and supplies; food allowance; and overtime. Chief Siffermann wanted the Commission to be aware of this change.
  COMM Wan asked what the costs would be for the LCR expansion. In addition, in order to make the salary adjustment for Allison's position, where is the savings coming from to make the budget balance? The Chief said the balance comes from the adjustment of two positions and will provide the Commission with the supportive documentation. The Chief said that the LCR expansion (a new unit; 14 beds) would cost around $600,000.
- No public comments.

b. Committee Reports

8. Future Agenda Items (ACTION ITEM)

Announcements

- COMM Chang proposed that the September Full Commission meeting be held offsite at the Southeast Community Facility in the Bayview (District #10) at 6 p.m. and expressed that Supervisor Cohen is supportive about having the meeting at this location. Chief Siffermann said that he had wanted community based courts for juveniles held at this facility and is hopeful with the upcoming meeting that this will provide an avenue for probation or court activities.
  COMM Albright supports this meeting location and suggests having other meetings in Chinatown or the west side so that all community members can attend.
- No public comments.

9. Adjournment (ACTION ITEM)

The meeting adjourned at 7:28 p.m.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, July 13, 2011
5:30 p.m.
City Hall, Hearing Room 408
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1. Roll call

2. Public Comment

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3. Review and Approval of the Full Commission Meeting Minutes of June 8, 2011 (ACTION ITEM)

4. SFGovTV's Meetings on Demand (online audio recordings) by Commission President Chang (DISCUSSION ONLY)

5. Report to the Commission (DISCUSSION ONLY)

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   a. Chief's Report

   - Budget Update

   b. Committee Reports

6. Future Agenda Items (ACTION ITEM)

   Announcements

   - Per COMM Chang, the September Full Commission meeting will be held offsite at the Southeast Community Facility (District 10) at 6 p.m. located at 1800 Oakdale Avenue.

   - COMM Chang will announce Committee reassignments.

7. Adjournment (ACTION ITEM)

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July 13, 2011

Full Commission - July 13, 2011

CITY AND COUNTY OF SAN FRANCISCO

JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes

Wednesday, July 13, 2011

5:30 p.m.

City Hall, Hearing Room 408

1 Dr. Carlton B. Goodlett Place

San Francisco, CA 94102

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Katharine Albright

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Sarah Ching Ting Wan

Rebecca Woodson

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Meeting Minutes

1. **Roll Call**
   The Commission President called the meeting to order at 5:37 p.m. Commissioners Beijen, Chang, Wan and Woodson were present. Commissioner Albright arrived at 5:39 p.m. and Commissioner Arellano arrived at 5:46 p.m. Commissioner Jones was excused.

2. **Public comments.**
   Bob Barnwell, Chairman for the Public Safety Committee for the Hayes Valley Neighborhood Association, encourages public safety meetings and programs in other neighborhoods. Programs should be utilized so that youths stay off the streets. The Hayes Valley Neighborhood Association meets the first Monday of each month to discuss public safety issues in Hayes Valley, Western Addition, and the lower Haight. Many city departments attend to discuss their role in public safety. Chief Siffermann, Officer Tony Hurley and Officer Fred

Callier have attended to discuss juvenile probation issues with public safety.

3. **Review and Approval of the Full Commission Meeting Minutes of June 8, 2011 (ACTION ITEM)**

Motion to approve the June 8, 2011 Full Commission Meeting Minutes by COMM Albright, second by COMM Woodson, and approved by the rest of the Commission.
No public comments.

4. **SFGovTV's Meetings on Demand (online audio recordings) by Commission President Chong (DISCUSSION ONLY)**

SFGovTV created Meeting On Demand to help Commissions make audio recordings of meetings available online. Sunshine ordinance (section 67.14C) requires that every City policy body holding a public meeting in a City Hall hearing room equipped with recording facilities record and make audio content available in digital form on SFgov.org. Chief Siffermann expressed concerns because he was told by JPD's finance director that it would cost JPD $10,000 per year for this service. The commission secretary was told that the only fee associated with this service was for the MP3 Player, which costs $100, however that fee was waived. The MP3 Player is on permanent loan. The commission secretary will double-check with Halili Knox at SFGovTV regarding any fees the department might incur.
No public comments.

5. **Report to the Commission (DISCUSSION ONLY)**

a. **Chief's Report:**

Budget Updote

The BOS' Budget and Finance Committee proposal that amounts to a 2.5% increase from last year's budget was approved. JPD received their unanimous support and kept all services/funds. A $107,000 overtime reduction was made (originally $250,000). The Budget and Finance Chair, Supervisor Chiu, requested a 5-year projection plan to the BOS from all departments, which focused on expenditures, revenue, department planning and challenges. Chief Siffermann provided both reports to the commission. The 5-year projection plan states that 75% of JPD's budget is devoted to salaries and collective bargaining agreements and JPD needs to focus on succession planning. There are 20 individuals on extended leave and these positions cannot be filled. The workforce has been reduced and workload is displaced onto other workers. Chief Siffermann commended Allison Magee and Catherine McGuire for preparing the budget.
COMM Beijen asked about workers' compensation and the longest time a single employee has been out on disability leave. Chief Siffermann stated there was one individual out on disability.
COMM Chang asked if this employee has been out on disability for seven years and if this position was counted as one of JPD's FTE. Chief Siffermann said "yes" to both inquiries.
COMM Chang asked about succession planning and what JPD is doing to recruit people to fill vacancies. Chief Siffermann said that JPD hires from the internship program and is in the process of hiring two new probation officers that were former interns. The internship program has 20-30 individuals throughout a year and is in the process of being upgraded to include more supervision and involvement at JPD (LCR; Hall & Probation Services). This is JPD's strongest method of recruitment.
COMM Woodson asked about foundation funding and the total amount of grant funds. Chief Siffermann said that it was over $1,000,000.
COMM Chang asked if any BOS visited LCR. Chief Siffermann said that Supervisor Chiu and staff visited prior to the budget presentation. Supervisor Kim and Supervisor Mirkarimi have also inquired.
COMM Chang commended Chief Siffermann and JPD staff for their work on the Civil Grand Jury report.

No public comments.

b. **Committee Reports**

6. **Future Agenda Items (ACTION ITEM)**

Announcements

- COMM Chang reassigned Committee members: Finance Committee will now be COMM Arellano (Chair); COMM Wan; and COMM Albright. Programs Committee will now be COMM Beijen (Chair); COMM Jones; and COMM Woodson.

  COMM Chang confirmed that the September 14th Full Commission meeting will be held offsite at the Southeast Community Facility in the Bayview (District #10) at 6 p.m. Supervisor Cohen will be in attendance. CYC will be on the agenda and they will open a new location on 3rd Street in August.

- No public comments.

7. **Adjournment (ACTION ITEM)**
   The meeting adjourned at 6:30 p.m.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, September 14, 2011
6 p.m.
Southeast Community Facility
1800 Oakdale Avenue, Alex L. Pitcher Community Room
San Francisco, CA 94124

1. Roll call

2. Public Comment

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction that does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. Review and Approval of the Full Commission Meeting Minutes of July 13, 2011 (ACTION ITEM)

4. Presentation on Community Gardens by Janice Lee, Urban Solutions (DISCUSSION ONLY)

5. Presentation on Neighborhood Courts by Lenore Anderson, Assistant District Attorney (DISCUSSION ONLY)

6. Report on Community Youth Center of San Francisco (CYC) by Commissioner Wan (DISCUSSION ONLY)

7. Update on JPD's Annual Report Submitted to Mayor's Office by Chief Probation Officer Siffermann (DISCUSSION ONLY)

8. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   b. Committee Reports

9. Future Agenda Items (ACTION ITEM)

   Announcements

10. Adjournment (ACTION ITEM)

09-02-11P01:03 RCVD

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

04-09-11A08:37 RCVD

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, September 14, 2011
6 p.m.
Southeast Community Facility
1800 Oakdale Avenue, Alex L. Pitcher Community Room
San Francisco, CA 94124

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1. Roll call

2. Public Comment

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3. Review and Approval of the Full Commission Meeting Minutes of July 13, 2011 (ACTION ITEM)

4. Presentation on Neighborhood Courts by Lenore Anderson, Assistant District Attorney (DISCUSSION ONLY)

5. Presentation on Community Youth Center of San Francisco (CYC) Bayview Branch Office by Eddy Zheng, Project Manager (DISCUSSION ONLY)

6. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

      - Summary of Camp Mather Team Experience

   b. Committee Reports

7. Future Agenda Items (ACTION ITEM)

   Announcements

      - The draft Juvenile Probation Commission's Annual Report 2010, requested by the Mayor's Office, will be reviewed at October's Full Commission Meeting.

8. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, September 14, 2011
6 p.m.
Southeast Community Facility, Alex L. Pitcher Room
1800 Oakdale Avenue
San Francisco, CA 941

Commissioners
Julian Chang, President
Dirk Beijen, Vice President
Katharine Albright
Joseph Arellano
Susan Jones
Sarah Ching Ting Wan
Rebecca Woodson

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Meeting Minutes

1. **Roll Call**
   The Commission President called the meeting to order at 6:07 p.m. Commissioners Beijen, Chang, Jones, Wan and Woodson were present. Commissioners Albright and Arellano were excused.

2. **Public Comments**
- Supervisor Malia Cohen greeted the Commission, Chief Siffermann, and welcomed everyone to the Southeast Community Facility. Supervisor Cohen was honored to kick-off the meeting and hopes that the Commission will have more meetings at the facility.
- Jonathan Mead, SEIU Field Representative, looks forward to working with Chief Siffermann and employees at YGC.
- Greg Foote, Counselor at Juvenile Hall, discussed the stresses and medical leave at Juvenile Hall.
- Alex Hodsen, SEIU Field Representative, discussed the disregard of input of counselors at Juvenile Hall and the stress caused while working in the maximum security unit.
- No further public comments.

3. **Review and Approval of the Full Commission Meeting Minutes of July 13, 2011 (ACTION ITEM)**
   Motion to approve the July 13, 2011 Full Commission Meeting Minutes by COMM Beijen, second by COMM Chang, and approved by the rest of the Commission. Minutes approved.
   No public comments.

4. **Presentation on Neighborhood Courts by Lenore Anderson, Assistant District Attorney (DISCUSSION ONLY)**
   This initiative focuses on adults and restorative justice. The program places prosecutors in police district stations; prosecutor discharges cases and sends them to Neighborhood Courts; Residents are panelist who sit in Neighborhood Courts. Residents are trained in

restorative justice in nine different languages. Translators are also available at the hearings. The hearings are on a weekly basis and are data tracked. The four-stage process consists of police sending citations to prosecutors at district stations; the neighborhood prosecutor makes a referral; participant appears in court; and participant engages in restorative justice. This initiative started in May and the average time to process has been 12 days. The DA's office would like to expand this model for juveniles and include the family, as well as the community. "Community Conferencing," is similar to Neighborhood Courts because it is restorative justice based. It includes more discussion with parents, community members affected by the crime, and is an alternative to juvenile court. The point of the dialogue is to resolve the underlying problems the juvenile is facing. The plan is to meet with the Chief Probation Officer and Police Department to look at the potential opportunity to start Community Conferencing for juveniles in SF. Chief Siffermann supports this notion and hopes the informal system can achieve better results in a more timely fashion.
No public comments.

5. **Presentation on Community Youth Center of San Francisco (CYC) Bayview Branch Office by Eddy Zheng, Project Manager (DISCUSSION ONLY)**
CYC's purpose is to provide education and encouragement for multicultural exchanges to share commonalities and differences in history, experiences to raise awareness, promote diversity, understanding, tolerance and respect. The vision is to reduce tension through programs and services. CYC has 41 years of experience working with community youth service providers, government agencies, law enforcement, SFUSD, parents, businesses, and elected officials. CYC Bayview Branch Office will be staffed by community activists and trained individuals with diverse backgrounds. CYC Bayview Branch's first program, CYC-Bayview Youth Advocates, is a youth-led peer leadership program comprised of 12-16 young people who live in the Bayview and are committed to making an impact in their community and SF by working together to advocate for non-violence and positive change. These youths will be a voice for all youths in the community and work together to reduce violence and create harmony and understanding through advocacy, education and outreach.

6. **Report to the Commission (DISCUSSION ONLY)**

a. Chief's Report:

Summary of Camp Mather Team Experience

- On 08-25 through 08-28, JPD, Rec and Park, DCYF, SFPD, CBO's and 37 youths participated in a "Youth Team Experience," recommended by Mayor Lee. Rec and Park drafted the curriculum, CBO's created modules, and it focused on job leadership and job recruitment. It allowed kids to have new experiences and the top ten kids will be offered job employment for the rest of the school year. Gary Bieringer, JDAI Coordinator at JPD staff, worked as a counselor and JPD's organizer, Assistant Chief Probation Officer, Allan Nance, made sure that all youths who were referred by CBO's, were qualified for this event. JPD paid for meeting supplies from grant funds; Rec and Park assumed the costs for food and beverage and transportation; and CBO's were on duty 24/7. Chief Siffermann commended the CYC staff and kids. In the future, parents will be included and surveys will be issued for feedback.
Garry Bieringer recognized Assistant Chief Nance and the role he played in this event.
Eddy Zheng recognized and thanked Chief Siffermann and added that everyone came together for this event.
No further public comments.

b. Committee Reports

- COMM Bejen stated that the Programs Committee met on Monday, September 12th at 2:30 p.m. at JPD. At Public Comment, Jaren Bonillo and her colleague spoke of the Imagine Bus Project, an organization which serves under privileged and incarcerated youths with the aim of using visual arts to spark positive change in their lives. Liz Jackson-Simpson, Executive Director of Youth Guidance Center Improvement Committee (YGCIC) and her colleagues presented on YGCIC. YGCIC includes the Early Morning Study Academy; New Directions Employment Program; and Beautification Team Express. A fund raiser will be held on October 2nd at Deerfield Winery. No public comments.

7. **Future Agenda Items (ACTION ITEM)**

Announcements

- COMM Chang announced that JPD or JPC will not incur any charges from SFGovTV to post JPC audio meetings online. This was addressed at the July Full Commission meeting.
- The draft Juvenile Probation Commission's Annual Report 2010, requested by the Mayor's Office, will be reviewed at the October 12th Full Commission Meeting. No public comments.

8. **Adjournment (ACTION ITEM)**
The meeting adjourned at 7:38 p.m.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

10-07-11P01:09 RCVD

Regular Meeting Agenda
Wednesday, October 12, 2011
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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1. Roll call

2. Public Comment

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3. Review and Approval of the Full Commission Meeting Minutes of September 14, 2011 (ACTION ITEM)

4. Review the Draft Juvenile Probation Commission's Annual Report 2010, Requested by the Mayor's Office (DISCUSSION ONLY)

5. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   b. Committee Reports

6. Future Agenda Items (ACTION ITEM)

   Announcements

7. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, October 12, 2011
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Commissioners
Julian Chang, President
Dirk Beijen, Vice President
Katharine Albright
Joseph Arellano
Susan Jones
Sarah Ching Ting Wan
Rebecca Woodson

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Meeting Minutes

1. **Roll Call**
   The Commission President called the meeting to order at 5:37 p.m. Commissioners Albright, Beijen, Chang, and Woodson were present. Commissioner Arellano arrived at 5:46 p.m; Commissioner Wan was excused; and Commissioner Jones was not present.

2. **Public comments.**
   No public comments.

3. **Review and Approval of the Full Commission Meeting Minutes of September 14, 2011 (ACTION ITEM)**
   Motion to approve the September 14, 2011 Full Commission Meeting Minutes was moved to the November 12, 2011 Full Commission Meeting by COMM Beijen, second by COMM Woodson, and approved by the rest of the Commission.
   No public comments.

4. **Review the Draft Juvenile Probation Commission's Annual Report 2010, Requested by the Mayor's Office (DISCUSSION ONLY)**
   COMM Chang presented the draft report which included information from COMM Beijen, Programs Committee Chair, and COMM Albright, Finance Committee Chair, for FY 2010/2011. The report will be on next month's agenda as an action item.
   COMM Woodson suggested including the efforts of Joanna Hernandez and the Parent Handbook; and the first-ever commendation voted on June 8, 2011. COMM Albright suggested the Finance and Programs sections be formatted in the same manner.
   No public comments.

5. **Report to the Commission (DISCUSSION ONLY)**

   a. **Chief's Report:**

JPD Update

- The population in the Juvenile Justice Center is 105. It reached triple digits at the end of September/ beginning of October. For the first time, the Juvenile Justice Center girls' unit exceeded its capacity and a vacant unit was opened. An analysis was conducted and 1/3 of the population were awaiting out-of-home placement. Nine of the residents were committed long-term as part of a disposition. A number of youths were committed beyond the 180 days; and one youth was committed until the age of 19. Five of the nine youths were 18 years old. The Unified Family Court Supervising Judge is open to a review, on a periodic basis, for those who are committed. The center is not suitable for long-term detention. It is a short-term facility and does not have the programming for long-term placement. Another analysis was done on youths placed in maximum security. The Chief met with staff to reallocate youths with less restriction, which reduced stress; reviewed if youths need to remain in detention; release plans; and ways to expedite processing to reduce the length of stay and the daily population. Lastly, a mild riot broke out in the girls' unit and a staff member was injured. All eight units are now occupied.
- JPD will appear before the BOS' Government and Oversight Committee tomorrow to report on JPD's response to the Civil Grand Jury's report on LCR.
- JPD will participate in a Halloween Night Detail in the Castro district. The department has participated for the past six years to ensure that youths on probation do not participate in any delinquent activities.
- Chief Siffermann will provide a USF law class a tour and presentation tonight on JPD's role in the juvenile justice system. Another tour will be offered next Wednesday.
- No public comments.

b. Committee Reports

6. **Future Agenda Items (ACTION ITEM)**

Announcements

- COMM Chang discussed future off-site locations for Full Commission meetings and suggested District 11 in Visitation Valley. Chief Siffermann suggested JPD.
- COMM Chang offered four tickets, benefiting Huckleberry, to Cirque du Soleil on November 4th to commission members, staff or youths.
- No public comments.

7. **Adjournment (ACTION ITEM)**
The meeting adjourned at 6:13 p.m.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

11-02-11P02:44 RCVD

Regular Meeting Agenda
Wednesday, November 9, 2011
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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1. Roll call

2. Public Comment

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3. Review and Approval of the Full Commission Meeting Minutes of September 14, 2011 and October 12, 2011 (ACTION ITEM)

4. Review the Draft Juvenile Probation Commission's Annual Report 2010, Requested by the Mayor's Office (DISCUSSION AND ACTION ITEM)

5. Commission President Chang to Review the Commissioner's Quarterly Attendance Records, Requested by the Mayor's Office (DISCUSSION ONLY)

6. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - Summary and Follow-Up of BOS Government Audit and Oversight Committee Meeting
   - Update on JJC Census
   - Halloween Special Detail

   b. Committee Reports

7. Future Agenda Items (ACTION ITEM)

   Announcements

   - Discuss the Full Commission 2012 Off-Site Meeting Locations: District 11, Visitation Valley.

8. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, November 9, 2011
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Commissioners
Julian Chang, President
Dirk Beijen, Vice President
Katharine Albright
Joseph Arellano
Susan Jones
Sarah Ching Ting Wan
Rebecca Woodson

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Meeting Minutes

1. **Roll Call**
   The Commission President called the meeting to order at 5:40 p.m. Commissioners Albright, Beijen, Chang, Jones, Wan and Woodson were present. Commissioner Arellano arrived at 5:41 p.m.

2. **Public comments.**
   No public comments.

3. **Review and Approval of the Full Commission Meeting Minutes of September 14, 2011 and October 12, 2011 (ACTION ITEM)**
   Motion to approve the September 14, 2011(to include Chief Siffermann's comments) and the October 12, 20011 Full Commission Meeting Minutes by COMM Albright, second by COMM Beijen, and approved by the rest of the Commission.
   No public comments.

4. **Review the Draft Juvenile Probation Commission's Annual Report FY 2010-2011, Requested by the Mayor's Office (DISCUSSION ONLY)**
   Motion to accept the draft Juvenile Probation Commission's Annual Report FY 2010-2011 as a final version to be submitted to the Mayor's Office by COMM Beijen, seconded by COMM Wan, and approved by the rest of the Commission.
   No public comments.

5. **Review the Commissioner's Quarterly Attendance Records, Requested by the Mayor's Office (DISCUSSION ONLY)**
   COMM Chang discussed that the Mayor's Office has received Sunshine requests for attendance records. Each commission and commissioner's attendance record is now being recorded on a quarterly basis.
   No public comments.

6. **Report to the Commission (DISCUSSION ONLY)**

   a. **Chief's Report:**

- **Summary and Follow-Up of BOS' Government Audit and Oversight Committee Meeting**
  It was a successful presentation, which began with a Civil Grand Jury summary of LCR, and all respondents provided their response to the committee. This included the two-year effort in restoring LCR. JPD received a positive report from committee members and prompted recommendations for capital improvements. The recommendation was sent to the Full Board the following week and was adopted unanimously. JPD will meet with the Mayor's Office and Capital Planning.
  No public comments.
- **Update on JJC Census**
  Census in the detention center has reduced to 78 youths. The increase in population reported at the last meeting was caused by delays in moving youths to out-of-home placement. JPD is still experiencing the use of the detention center for long-term placement as a disposition sentence ordered by the courts, despite the memorandum issued to the court, attorneys and PO's, which addresses long-term sentences and increasing numbers. This poses a challenge for JPD since the detention center is not equipped to provide programming on a long-term basis, as well as weekend stays for probation violations. JPD opposes use of secured detention in response to probation violation when it can be remedied through the Probation Enrichment Program, established through grant funds received by Corrections Standards Authority. The program entails that youths participate in two weekend community based sessions, instead of going into custody and ordered by the court, without any probation violations filed by PO's. JPD will continue to educate the court on the value of community based alternatives in lieu of secured custody in the detention center. Ten of the 78 youths are 18 years of age. One of the detainees will be there until 19 years based on a court recommendation. Another alternative being explored in conjunction with the City Attorney's office is to examine the authority that the Chief Probation Officer has as administrator of the secured detention facility; decision-making related to the security and safety of the institution; and defer admissions to the detention center on weekends when census in the detention center is able to accommodate short-term commitments. This has been advanced to the court for consideration.
  No public comments.
- **Halloween Special Detail**
  Six JPD employees, SFPD and Adult Probation, maintained their presence in the Castro district, which garnered many positive comments from the public; city partners; and Supervisors Weiner and Chiu. JPD had informed youths that this area was off limits and kids were reminded of their curfew on a citywide basis. It was a successful evening and no youths were apprehended or arrested that evening.
  No public comments.

   b. **Committee Reports**

7. **Future Agenda Items (ACTION ITEM)**

   Announcements

- The following off-site Full Commission meetings for 2012 were suggested: Visitation Valley Community Center; Willie L. Brown Community Center in Sunnydale; and

Visitation Valley Middle School.
No public comments.

8. **Adjournment (ACTION ITEM)**
The meeting adjourned at 6:23 p.m.

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Today

Pauline.Sil... 12:50 ...
Juvenile Probation F...

Juvenile Probation Full Commission will not meet in December

Pauline.Silva-Re@sfgov.org [Pauline.Silva-Re@sfgov.org]

Sent: Thursday, December 01, 2011 12:49 PM

The Juvenile Probation Commission will not meet in December. The next Full Commission meeting will be held on Wednesday, January 11, 2012.

Thank you.

****

Pauline Silva-Re
Commission Secretary
Juvenile Probation Commission
work: (415) 753-7870
pauline.silva-re@sfgov.org

12-01-11P12:56 RCVD

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, January 11, 2012
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

1. Roll call

2. Public Comment

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction that does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. Review and Approval of the Full Commission Meeting Minutes of November 9, 2011 (ACTION ITEM)

4. Presentation on Queen's Bench Program by Nancy Walker (DISCUSSION ONLY)

5. Update on FY12-13 Budget Meeting with Mayor Lee by Commission President Chang (DISCUSSION ONLY)

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6. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - Department Updates

   b. Committee Reports

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7. Future Agenda Items (ACTION ITEM)

   Announcements

   - Full Commission President and Vice-President Elections will be held on February 8, 2012
   - Full Commission Meetings: 2012 Off-Site Locations

8. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, January 11, 2012
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Commissioners
Julian Chang, President
Dirk Beijen, Vice President
Katharine Albright
Joseph Arellano
Susan Jones
Sarah Ching Ting Wan
Rebecca Woodson

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Meeting Minutes

1. **Roll Call**
- The Commission President called the meeting to order at 5:39 p.m. Commissioners Arellano, Beijen, Chang, Jones, and Wan were present. Commissioner Albright arrived at 5:41 p.m. Commissioner Woodson was excused.

2. **Public comments.**
- No public comments.

3. **Review and Approval of the Full Commission Meeting Minutes of November 9, 2011 (ACTION ITEM)**
- Motion to approve the November 9, 2011Full Commission Meeting Minutes by COMM Albright, second by COMM Wan, and approved by the rest of the Commission.
- No public comments.

4. **Presentation on Queen's Bench Program by Nancy Walker (DISCUSSION ONLY)**
- April Summer and Nancy Walker presented on the Juvenile Hall Project and the goal of the organization, primarily made up of attorneys, is to provide positive female role models to the girls at Juvenile Hall by providing positive self expression through arts and crafts, such as "Day of the Dead," and exposure to other cultures by sharing traditions and foods from around the world. The organization wants the girls to have new experiences and to try and make them feel special by their efforts. The organization has good relations with the JPD counselors and their efforts have helped with discipline, as it provides incentives for the girls. They would like to assist more and would need resources.
- The organization spends the first and third Wednesday at Juvenile Hall with the girls to help broaden their views on education, while making it entertaining. They would like to provide regular music programs; would like to see the girls outside of the institution; and assist in some way. They would like to establish connections with the department and CBO's, to get information on a mentorship program, and to assist more.
COMM Chang thanked them for presenting and offered to be the point of contact and

let them know that JPD has assisted many youths in getting their GED. Chief Siffermann acknowledged their organization and noted that they have had a tremendous impact on the girls and the staff understands and appreciates their efforts. Chief Siffermann recognized their desire to do more and offered to take the organization on a tour of the facility. The Chief also noted two challenges: the time factor (so many hours in a day/week for groups to come in) and confidentiality (names and circumstances of youths).

COMM Beijen asked if the group could act as mentors for girls who do not have visitors. Chief Siffermann said they could obtain an open standing visitor's pass. Director Powell can further address the visiting policy.

- No public comments.

5. Update on FY12-13 Budget Meeting with Mayor Lee by Commission President Chang (DISCUSSION ONLY)

- COMM Chang stated that the Mayor introduced a new two-year "rolling" budget cycle for FY2012-2013 and FY2013-2014 for all departments. During the meeting, the Mayor said that the city is in a better financial position than when the he took office last year. Unemployment is down by 7.8%; the deficit is not as large as expected and is getting smaller. The Mayor is asking departments for reductions and is not relying on federal and state funding.
- For the two year budget cycle, the Mayor is asking all departments for a 5% budget reduction; 2.5% contingency; and a 1% FTE per fiscal year. It will be an overall 10% budget reduction; 5% contingency; and a 2% FTE reduction over two years. Catherine McGuire, JPD's Finance Director, added that she reported this two-year budget cycle to the Finance Committee on February 10th. It will be difficult to meet these cuts, however, the department will be having ongoing discussions with the Mayor's office.
- No public comments.

6. Report to the Commission (DISCUSSION ONLY)

a. Chief's Report:

- **Department Updates**
- Chief Siffermann said that the census at JPD for November and December was below 70 youths. The census today was at 72; it is 25 less than in 2010. The reduction is most likely because potential probation violations are being addressed, cases are being processed in a timely manner, length of stay is reducing, and out-of-home placements are more stable. One unit has been closed at JJC, five of eight pods are open, which has reduced overtime. The recidivism rate has been around 18%.
- Per the state's realignment plan, the closing of DJJ will impact Juvenile Probation. There are six youths in DJJ at the present time. A $125,000/per child will be assessed, but not billed. SF county will not be as impacted by this assessment as other counties because of the number of youths placed in DJJ. Discussions with Chief Probation Officers and the Governor will be ongoing regarding the DJJ plan.
- No public comments.

b. Committee Reports

- COMM Arellano said the Finance Committee met yesterday at JPD and echoed Mayor Lee's upcoming two-year "rolling" budget cycle. In FY11-12, JPD cut $108,000 in overtime. JPD is looking at cuts for the upcoming budget cycle, which will not be easy for the department. The Commission should do what they can to stave off any budget reductions and support JPD's budget. The Mayor will present the budget to

the BOS early, on May 1st, and the Commission letter to support JPD's budget should be prepared and placed on the February 8th Full Commission meeting agenda for discussion and action item.
COMM Chang asked what revenue options were available and Ms. McGuire said that they are working with the Controller's office to assist with the Title 4E claiming process to ensure that JPD is claiming as much as they can and it is possible that they may get more grants. JPD is exploring these options.

- No public comments.

7. **Future Agenda Items (ACTION ITEM)**

Announcements

- Full Commission President and Vice-President Elections will be held at the next Full Commission meeting on February 8, 2012.
- Full Commission Meetings: 2012 Off-Site Locations. Commissioners were asked to come with names and contact information for upcoming locations.
- No public comments.

8. **Adjournment (ACTION ITEM)**
   - The meeting adjourned at 6:21 p.m.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, February 8, 2012
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

1. Roll call

2. Public Comment

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3. Review and Approval of the Full Commission Meeting Minutes of January 11, 2012 (ACTION ITEM)

4. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - FY12-13 and FY13-14 Budget Presentation by Allison Magee and Catherine McGuire

   b. Committee Reports

5. Review and Approval of JPD's Budget (DISCUSSION AND ACTION ITEM)

6. Review of the Full Commission Letter Recommending JPD's Budget to the Mayor's Office (DISCUSSION ONLY)

7. Election of Commission President and Vice President (DISCUSSION AND ACTION ITEM)

8. Future Agenda Items (ACTION ITEM)

   Announcements

   - Full Commission Meetings: 2012 Off-Site Locations

9. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, February 8, 2012
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
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Commissioners
Julian Chang, President
Dirk Beijen, Vice President
Katharine Albright
Joseph Arellano
Susan Jones
Sarah Ching Ting Wan
Rebecca Woodson

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Meeting Minutes

1. **Roll Call**
- The Commission President called the meeting to order at 5:35 p.m. Commissioners Albright, Beijen, Chang, Jones, Wan and Woodson were present. Commissioner Arellano arrived at 5:41 p.m.

2. **Public comments.**
- No public comments.

3. **Review and Approval of the Full Commission Meeting Minutes of January 11, 2012 (ACTION ITEM)**
- Motion to approve the January 11, 2012 Full Commission Meeting Minutes by COMM Albright, second by COMM Beijen, and approved by the rest of the Commission.
- No public comments.

4. **Report to the Commission (DISCUSSION ONLY)**

   a. **Chief's Report:**

- **FY12-13 and FY13-14 Budget Presentation by Allison Magee and Catherine McGuire**
- Catherine McGuire, Director of Finance, said JPD's proposed budget will be submitted to the Mayor's Office on February 21, 2012. Subsequent meetings will follow prior to the Mayor submitting all budgets to BOS on June 1st.
- The general fund deficit is $262.7 million. With the rolling two-year budget, all departments are asked to cut 5% per year; plus 1% FTE cut per year; plus 2.5% contingency cut per year. This totals $2.1 million for both years.
- The current year base budget versus the base budget is $33.6 million, with Juvenile Hall and Probation being the bulk of expenditures. JPD also receives grants and general fund support. There is an increase in the base budget, with agreed upon union furlough days, which are about to expire. That will slightly impact JPD and

other provisions will increase the base budget by $600,000. No cuts will be submitted in JPD's budget proposal.
- The capital expenditures include fire suppression at YGC; lined water distribution tanks at LCR; LCR master plan; and LCR plumbing in the dorm bathroom area. The IT expenditure will include a guard tour and security cameras for Juvenile Hall.
- Timelines: February 22nd through May 31st: Mayor's Office budget negotiations; equipment, IT and capital budget allocations are finalized; June 1st: Introduction of Mayor's budget for general fund departments; June 1st through June 30th: BOS' Budget and Finance committee review; July 1st through July 26th: Full BOS' review; and, July 26th: Final passage by Full Board.
- No public comments.

b. Committee Reports

5. **Review and Approval of JPD's Budget (DISCUSSION AND ACTION ITEM)**
   - Motion to Approve JPD's Budget by COMM Beijen, second by COMM Arellano. The Commissioners voted and there were seven "Ayes." JPD Budget approved.
   - No public comments.

6. **Review of the Full Commission Letter Recommending JPD's Budget to the Mayor's Office (DISCUSSION ONLY)**
   - COMM Chang stated that the Commissions' charge is to the SF youths, public safety, and to deliver the best services possible. Due to the limited resources, COMM Chang does not think the Commission is in a position to be able to comply with the goal of the cuts.
   - COMM Woodson added that there are serious concerns about the state of the facility, that it should be highlighted in the letter, and why it is not included in the budget.
   - COMM Arellano stated that the Finance Committee will meet and draft the letter to be considered at the next Full Commission meeting for discussion and action item, addressing issues discussed this evening.
   - COMM Chang asked Ms. McGuire about the letter submission deadline. Ms. McGuire said that it was up to the Commission, however, the letter could be submitted after JPD's budget submission on February 21st and before June 1st.
   - No public comments.

7. **Election of Commission President and Vice President (DISCUSSION AND ACTION ITEM)**
   - COMM Beijen nominated COMM Chang for President, second by COMM Woodson. The Commissioners voted and there were seven "Ayes." COMM Chang was elected President.
     No public comments.
   - COMM Chang nominated COMM Beijen for Vice President, second by COMM Albright. The Commissioners voted and there were seven "Ayes." COMM Beijen was elected Vice President.
   - No public comments.

8. **Future Agenda Items (ACTION ITEM)**

Announcements

- **Full Commission Offsite Meeting Locations and Dates**:
  Chief Siffermann suggested Supervisor Avalos' district; the Beacon Center (District 11);

COMM Chang suggested John O'Connell High School (District 9) and Harvey Milk Center (District 8);
COMM Jones suggested Potrero Hill Neighborhood House (District 10) and Eureka Valley Center (District 8);
COMM Chang suggested to hold the meetings in April; July or August; and October.

- No public comments.

9. **Adjournment (ACTION ITEM)**
   - The meeting adjourned at 6:10 p.m.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, March 14, 2012
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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1. Roll call

2. Public Comment

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3. Review and Approval of the Full Commission Meeting Minutes of February 8, 2012 (ACTION ITEM)

4. Presentation on Children's Services Allocation Plan (CSAP) by Maria Su, Director, and Max Rocha, Deputy Director, DCYF (DISCUSSION ONLY)

5. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - JPD's Use of the Juvenile Justice Center Outdoor Recreation Areas

   b. Committee Reports

6. Review and Approval of the Full Commission Letter Recommending JPD's Budget to the Mayor's Office (DISCUSSION AND ACTION ITEM)

7. Future Agenda Items (ACTION ITEM)

   Announcements

   - The April 11th Full Commission Meeting will be held off-site at John O'Connell High School, located at 2355 Folsom Street, Room 210, beginning at 5:30 p.m.

8. Adjournment (ACTION ITEM)

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Sarah Ching Ting Wan
Rebecca Woodson

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Meeting Minutes

1. Roll Call
- The Commission President called the meeting to order at 5:30 p.m. Commissioners Albright, Beijen, Chang, Jones, Wan and Woodson were present. Commissioner Arellano was excused.

2. Public comments.
- No public comments.

3. Review and Approval of the Full Commission Meeting Minutes of February 8, 2012 (ACTION ITEM)
- Motion to approve the February 8, 2012 Full Commission Meeting Minutes by COMM Albright, second by COMM Beijen, and approved by the rest of the Commission. No public comments.

4. Presentation on Children's Services Allocation Plan (CSAP) by Maria Su, Director, DCYF (DISCUSSION ONLY)
- The draft plan for 2013-2013 included the overview of the process for developing the plan and review of core strategies and investments allocations.
- The guiding principles build on what's working; draw on available data to illuminate areas of greatest need; champion strategies that advance best practices; and focus resources for maximum leverage and impact.
- The department's commitment to their twin core outcomes focuses on learning and school success, while recognizing that a wide range of supporting outcomes are preconditions that make educational attainment possible. The strategies are designed to work to achieve developmentally meaningful outcomes, from birth through adulthood, and are committed to investments that support all SF children, youth and families, while focusing to help those who are most at risk.
- DCYF developed strategies and proposed allocations. They are planning for growth, but preparing for cuts. The investment prioritize resources for child care subsidies and to

maintain commitment to cover child care program cost. In addition, DCYF would like to shift resources to comprehensive afterschool programming; location of afterschool programming; increase comprehensive summer programming; Y-LEaD; health and nutrition; violence prevention and intervention; and systems development.
COMM Chang asked how the department differentiates on specialized activities with after school programs and the funding. Deputy Su said that comprehensive before and after school programs provides an entire five day a week curriculum for students that reflect working parents' hours and specialized activities are services that are provided one-to-two days out of the week. Comprehensive programs would prioritized and be funded over specialized programs.
COMM Chang asked what DCYF was doing to reach out to the private sector for funding. Director Su said this is being explored through Y-LEaD.
COMM Wan asked if they anticipate any state funding. Director Su said that most funding is coming from General and Children's fund. She does not believe the state will have any more reductions.
COMM Woodson asked about the strategies for out-of-school time. Director Su said that they will be working with the school district to leverage the state after school funds to provide more services to children. DCYF is also working with CBO's to walk kids to their after school programs. Director Su commended Chief Siffermann and JPD for their support and partnership. Chief Siffermann thanked Director Su and stated that JPD has gained more value and increased its credibility based on DCYF's vision and leadership within the past seven years.
COMM Chang thanked Director Su and Chief Siffermann for their efforts.
No public comments.

5. Report to the Commission (DISCUSSION ONLY)

a. Chief's Report:

- JPD's Use of the Juvenile Justice Center Outdoor Recreation Areas.
Chief Siffermann said that the Youth Commission resolution calls attention to Juvenile Probation's limited use to the outdoor recreational area in the new detention center. The outdoor recreational area is very large and is divided into three areas: the center area is the largest, which includes a volleyball court, simulated baseball diamond and a soccer field. The two side areas, with basketball courts, have not been extensively used because of the gym, which satisfies Title 15 requirements for exercise. JPD has been in discussion with the Youth Commissions' Committee to utilize this space and JPD's concerns are the need for staff and the repairs it would need to make it safe. The resolution was to agree to make more use of the two side areas on a regular basis, weather permitting. Mario Yedidia, Youth Commission Director, echoed the sentiments of Chief Siffermann. Mr. Yedidia would be grateful for the Mayor and BOS to provide the type of capital and resources that JPD needs to make the recreational area accessible. Pastor Ayers, Brothers for Change, commended the Youth Commission for getting involved to help youths reach their potential with sports. Chaplain Robinson, Juvenile Hall, supports the use of the recreational area. He would like to see a better curriculum at Juvenile Hall with the chaplains and pastors and positive programs.
No public comments.

b. Committee Reports

- COMM Wan reported that the Finance Committee met on February 23, 2012 and drafted the Mayor's Budget letter in support of JPD's budget. COMM Wan thanked Allison Magee and Catherine McGuire for providing the figures needed for the letter.
- COMM Beijen reported that the Programs Committee met on March 13, 2012 and Denise Coleman, Director, Huckleberry Community Assessment and Referral Center (CARC) and Tacing Parker, Program Director, Truancy Assessment Resource Center (TARC) presented. CARC began its operation in 1998; it is a partnership that includes JPD, SFPD, DCYF, Sheriff's Department and various CBO's. CARC now has an advisory board; a full-time on-site therapist for mental health issues; more focus on case management; mentoring component made up of trained college students; and have a secure location for police officers and inspectors to conduct interviews.
  TARC began its operation in May 2010 and shares space with CARC. It serves primarily middle school aged children, their families and schools to get kids back to school to obtain educational success.
  COMM Beijen said that CARC might present at one of the Full Commission in the future.
  COMM Woodson stated that she was impressed by the overall positive updates by both organizations. TARC really addressed the truancy issues; stickers are given to merchants to put on their windows with a number to call when kids are spotted loitering when they should be in school.
  COMM Jones noted the metrics and the low recidivism rate. Chief Siffermann added that JPD is on the advisory board. Pastor Ares supports CARC, was a former employee of TARC, and is concerned with tech companies promoting violent video games. Chaplain Robinson would like to develop a family task force to counsel families and provide more of a leadership role.
  COMM Albright would like explore the possibility of counseling not only for the child, but the parents.
  No further public comments.

6. Review and Approval of the Full Commission Letter Recommending JPD's Budget to the Mayor's Office (DISCUSSION AND ACTION ITEM)
- COMM Albright motioned to accept the Mayor's Budget Letter, with the noted changes; seconded by COMM Beijen; and approved by the rest of the commission.
  No public comments.

7. Future Agenda Items (ACTION ITEM)

   Announcements
- COMM Albright inquired about a long-term capital needs hearing for both the community and department. Chief Siffermann thought it was a good idea and will discuss it with Ms. Magee and Ms. McGuire.
- Full Commission Offsite Meeting Locations and Dates:
  The April 11th Full Commission Meeting will be held off-site at John O'Connell High School, located at 2355 Folsom Street, Room 210, now beginning at 6 p.m.
  Other offsite meetings discussed: CARC; District 3 or 11.
  COMM Jones will look into Potrero Hill Neighborhood House.
  No public comments.

8. Adjournment (ACTION ITEM)
- The meeting adjourned at 7 p.m.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, April 11, 2012
6 p.m.
John O'Connell High School
2355 Folsom Street, Room 210
San Francisco, CA 94110

1. Roll call

2. Public Comment

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction that does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. Review and Approval of the Full Commission Meeting Minutes of March 14, 2012 (ACTION ITEM)

4. Presentation on Challenges on LGBT Youth in Today's Society by Jodi Schwartz, Executive Director, Lyric (DISCUSSION ONLY)

5. Presentation on JPD Wards and Delinquency Prevention Outreach Efforts by Julia Sabory, Coordinator, Juvenile Advisory Council (DISCUSSION ONLY)

6. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   b. Committee Reports

7. Future Agenda Items (ACTION ITEM)

   Announcements

8. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, April 11, 2012
6 p.m.
John O'Connell High School
2355 Folsom Street, Room 210
San Francisco, CA 94110

Commissioners
Julian Chang, President
Dirk Beijen, Vice President
Katharine Albright
Joseph Arellano
Susan Jones
Sarah Ching Ting Wan
Rebecca Woodson

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Meeting Minutes

1. Roll Call
- The Commission President called the meeting to order at 6:06 p.m. Commissioners Albright, Beijen, Chang, and Jones were present. Commissioner Woodson arrived at 6:21 p.m. Commissioner Arellano and Wan were excused.

2. Public comments.
- Liz Jackson-Simpson, Executive Director of the YGCIC, stated that in January, Chief Siffermann let all the tenants in the cottages on the JPD campus know that they had to vacate the premises. She said that Chief Siffermann has been very gracious in helping them convene with the school district that has identified space for their organization, however, the space is not adequate for all the program services that they have. They run a school, have a workforce program, do community services on Saturdays, have a scholarship program, and the district has graciously provided space solely for the school, but they have a host of other services. They serve around 400 youths per year and they wanted to alert the commission about the move. The non-profits onsite are struggling to find space that they have enjoyed for the past 30 years free of charge because of their partnership with the department and the courts. It will cost a lot of money if they have to move. They have been looking at private spaces and their youths need a safe environment. They need to be close to the department and courts, because it is easy for the judge to send kids to sign-up for school or workforce programs. If they have to send kids across town, it will be a hardship and devastating to their programs. She wanted to share their concerns, as well as have an opportunity to formally present these issues to the Full Commission at the next meeting. They understand the challenges with the space and thank Chief Siffermann for convening with the school district, but this will gravely affect the caliber and quality of the program.
  COMM Jones asked how much time they have until they vacate their space and Ms. Jackson-Simpson stated they have until June 30th, but Chief Siffermann has given them additional time to do their summer and workforce programs. The other classrooms will not be ready until the beginning of school.

- Luis Bryce, Early Morning Studies Academy teacher, stated that he has been teaching for 30 years, but has worked with YGCIC for the past five years. He said that the bungalows are a great place to present, educate and nurture students. It is safe, out-of-the way, and offers a great environment to work and generate good results and outcomes. Students feel safe and are graduating. He feels that if kids can get to the school safely, they can get the job done, and move onto college.
- Tom LaRue, YGCIC Board President and President of the Board for Youth for Services since the mid 1980's, said they just merged together to form Success Center San Francisco, a name chosen by the youth they serve. Since serving at YGCIC, he sees that it is a place that everyone feels comfortable; it is a convenient location for the kids; transportation is safe; and 65% of youth that have come through their agency now have their GED and are employed. It is uncertain if they will get space. They will now have to pay for space, as well as for custodians. They cannot clean the space due to union contracts. They have been so successful because they put around 80% of their total costs into helping kids. It will be difficult to maintain if they have to move to a place that is less convenient to get to and if it costs more money. Their current location is extremely convenient to access the courts.
- Vicki Reagan, Member of the Board of Directors with Success Center San Francisco, stated that apart from the great work the staff does and great student outcomes, she stressed the other considerations, specifically the amount of money raised and invested in the infrastructure of the cottages. They have staff, IT, a lab for the kids that was an investment on their part, a partnership with a SF law firm that donated money, furniture, an electronic board to display announcements and pictures of graduates. They were hoping to arrange for job trainings and this has been major investment. The investment by the law firm was contingent on their guaranteeing that they would remain in the space for two years. This happened about a year ago. If they move to another place, they have to start again. Their current location is beneficial because it is so close to juvenile hall, probation officers, and for the safety of kids. They have been working to make the buildings better. Before Liz Jackson-Simpson moved into her office, someone was "squatting" in the building. When the buildings go empty again, she thinks this is going to present a problem in the neighborhood.
- Valentina, a current student at the academy, said she likes the location of the school and feels safe.
- Janet Pagana, Executive Director for Youth Treatment Education Center for the past six years, was sworn in by the court to get students back into school, reduce truancy and help youths with their behavioral issues get vocational training. This location has been key for their organization because it is a safe location. They provide kids with a meal and get youths back on track with school. They assist youths applying for colleges and students have graduated from college. This has made a tremendous difference. A recent study done by an external evaluator found that felony arrests declined from 55% pre-program to 3% after being in program for sixth months. Crimes against persons, property and alcohol-drug-related arrests decreased from 32.4% to 3% after six months in the program. GPA and reading level increases were over 74% of the students. They have come up with a program that can really help students and most of their expenses go into programs. Because of their ability to be at this site, they put in a computer lab where students learn job search skills. Many do not have access to computers at home to apply for financial aid or college. They serve over 200 students per year and their students develop presentations about how they turned their lives around. Moving would cost their small organization more than they can afford. They painted the facility, with the aid of the students, which was a learning experience for them as well. The students can get something to eat and can improve their lives. She requested that the commission please consider helping their group stay in the cottages.

- Christian, student at the academy, stated that he feels safe at the school and that if they moved to an unsafe location, he feels that students would drop out of the program. He also felt that if the new location is far away, many students would show up late and not get their education. Their current location is a safe place, the teachers are very helpful, and students are trying to get an education.
- Erin Brown, Client Services Manager at YGCIC, is in charge of creating wrap-around plans for youths in detention. She goes into the community after students get their GED and helps them get into college. They also provide counseling, parenting classes, and college work. Ms. Brown feels that it is very symbolic that their organization is located on the JPD campus because they can collaborate with the courts, probation officers, District Attorney, Public Defender's Office, and the other agencies located on the property, which has been an invaluable tool. Probation officers and attorneys come over and are referred to other agencies on campus. They too refer other agencies to their organization. They work extensively with the courts and have a really good reputation with them. Their graduation rate is 80% of all the county court schools. With all the SF school closures, students cannot get to another campus because they do not feel safe riding across town on a bus, which becomes a major impediment in their education. When they talked to the kids about the possible space change, they asked them what's most important if they were to move. The students responded that they wanted to feel safe in their new location. Kids who were almost ready to graduate stated that they could not continue their education if their new site was located in an unsafe location. In their current space, youth can literally walk right from court to their facility, without delaying the process. Their organization makes sure that they have all their documents to get into school and gets them ready to graduate. She could not stress the importance of their space, location, and the students' ability to feel safe. They do not have fights at their current location; they do not have youths waiting outside to "jump" students. The students have enjoyed that safety.
- Rory Taly, Administrative Assistant at YGCIC, said that as a child, he would have benefitted from this school. He said that a safe place is where good health is promoted and people that are healthy can change their lives for the better. They cannot stop the healing process and these kids are healing. These kids are situated in their current location and having to relocate them will prolong the healing process.
  COMM Chang thanked the members of the public for speaking and stated that this topic is certainly something for the commission to consider regarding the capital needs of JPD and the current location.
- No further public comments.

3. Review and Approval of the Full Commission Meeting Minutes of March 14, 2012 (ACTION ITEM)
- Motion to approve the March 14, 2012 Full Commission Meeting Minutes by COMM Albright, second by COMM Beijen, and approved by the rest of the Commission.
- No public comments.

4. Presentation on Challenges on LGBT Youth in Today's Society by Jodi Schwartz, Executive Director, LYRIC (DISCUSSION ONLY)
- Lavender Youth Recreation & Information Center (LYRIC) is a 24-year-old SF based community organization with a mission to build community and inspire positive social change with lesbian, gay, bisexual, transgender, queer, and questioning (LGBTQQ) youth (24 & younger) and their allies. There is not much data around LGBT youth and how they move through the system, which has been a challenge for their organization. The premise of LYRIC's work is that they believe that all youth need four things to successfully reach to adulthood: they need to be mentally and physically healthy; have healthy

family and social relationships; become economically self-sufficient, and; be able to contribute to their communities. All programs at LYRIC address those four areas.

- The LYRIC approach is at multiple levels. They start their work on a personal level; understanding the specific health issues; and issues LGBT youth face. A lot of time is spent on interpersonal relationships; ensure that their programming addresses how to move about in the community.
- LYRIC is a small, million dollar organization, with 10 staff members. They work with other CBO's and institutions. They have worked with DPH, DCYF, Office of Economic and Workforce Development, SFUSD. They reach around 1500 young people through outreach and served 250 through direct services last year. Most of the current work is focused on children in middle school, because that is the point when youths start to think about their sexual orientation and gender identity.
- There are 450 self-identified transgender middle and high school students in SFUSD and 2700 identified as lesbian, gay, bisexual or questioning. If youths do not feel safe, they do not go to school. There is a high-level of truancy, which affects academic performance. LGBTQQ youth who are rejected by their families attempt suicide at a rate 8.4 times greater than that of their straight peers. 1/3 of SF's homeless youth are identified at LGBTQQ. A new strategy needs to be implemented and their organization is looking internally at existing models to shift LYRIC's approach. LYRIC's holistic model for school transformation is: empowered students; supported and confident staff; and engaged families. Chief Siffermann asked if LYRIC anticipates the growth of parent engagement. Ms. Schwartz said that this is part of their strategic planning to include parents and spirituality in the discussions.
  COMM Jones asked what the biggest barrier was to their success. Ms. Schwartz said that they have to find a holistic model; resources; a culture shift; leadership; and working a cross system. Ms. Schwartz said that Mayor Lee is working toward having his departments work toward a cross system, integrating data collection, which will be critical.
  COMM Chang asked how youths find their organization. Ms. Schwartz said primarily through word of mouth. LYRIC does everything but housing. They do a lot of workforce development work and are adamant about paying youths wages.
- No public comments.

5. Presentation on JPD Wards and Delinquency Prevention Outreach Efforts by Julia Sabory, Coordinator, Juvenile Advisory Council (JAC) (DISCUSSION ONLY)

- Ms. Sabory said that due to a gap in communication among adults and youths, previous wards were brought in to speak with troubled youths in a peer-to-peer setting. Ms. Sabory hires young people, who have been through the system, to talk to youths coming into the system and the results have been very positive. JAC goes through a hiring process every six months. Probation officers refer past clients and participate in the hiring process. JAC is currently made up of three youths from Hunters Point; two youths from the Mission District; and 1 representative from the Fillmore District. Some have gone through the adult system, as well as the juvenile system.
- JAC members engage in three main activities: engage in dialogue within various departments, such as DPH and DCYF; the Youth Advisory Council, United Way and Obama Administration's Convening around Disconnected Transitional Aged Youth; and mental health training to provide more tools to the youths.
- JAC meets twice a month, the second and fourth Friday of each month. JAC also meets the first Saturday of the month for the orientation program. Youths are court mandated to attend the orientation with their parent/guardian. The theme is that youths must advocate for themselves. JAC also presents at SFUSD to help youths reflect on their choices and be properly informed on consequences; and for youths to understand the impact they have on their families when they commit crimes. It is a preventative effort

and is aimed at kids in general to inform them about the consequences of being involved in criminal behavior.

- Kim Butler, JAC member, discussed her experience in the system and giving back to it. She first came to juvenile hall at 15 years-old and was locked up 29 times. She has been in 10 different group homes and was sent to Colorado to an all girls group home. She always wanted to come back to juvenile hall to help youths and parents understand what is going on in the system. She does not tell them what to do, she only advises them. She feels empowered that she can now give back and help others by sharing her experience. Ms. Butler is now 29 years-old and attends City College.
  COMM Chang asked if anything has changed from her observation. Ms. Butler stated that the percentage of youths offending has declined and she now thinks more of her future and success. Chief Siffermann added that JAC members are paid a small stipend, through grant funds.
- No further public comments.

6. Report to the Commission (DISCUSSION ONLY)

a. Chief's Report:

b. Committee Reports

7. Future Agenda Items (ACTION ITEM)

Announcements

- COMM Albright inquired about the update on long-term capital improvements related to the community, department and LCR.
  COMM Beijen asked if Chief Siffermann could provide an update on Hidden Valley Ranch. Chief Siffermann said that would be included in long-term capital improvements report.
- No public comments.

8. Adjournment (ACTION ITEM)
- The meeting adjourned at 7:35 p.m.

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, May 9, 2012
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

1. Roll call

2. Public Comment

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3. Review and Approval of the Full Commission Meeting Minutes of April 11, 2012 (ACTION ITEM)

4. Presentation on the Larkin Street Youth Services by Ginger Martin, Executive Director (DISCUSSION ONLY)

5. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - JPD's Long Term Capital Plan
   - Hidden Valley Ranch Update

   b. Committee Reports

6. Future Agenda Items (ACTION ITEM)

   Announcements

7. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, May 9, 2012
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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Commissioners
Julian Chang, President
Dirk Beijen, Vice President
Katharine Albright
Joseph Arellano
Susan Jones
Sarah Ching Ting Wan
Rebecca Woodson

Meeting Minutes

1. Roll Call
- The Commission President called the meeting to order at 5:37 p.m. Commissioners Beijen, Chang, Jones, Wan and Woodson were present. Commission Albright arrived at 5:45 p.m. Commissioner Arellano was excused.

2. Public comments.
- Tom LaRue, YGCIC Board President, said that he spoke at the last Full Commission meeting about keeping their organization in the W Cottages. Mr. LaRue feels that the current location is a safe place; the kids feel safe; and the GED graduation rate is 80%. Mr. LaRue has looked at other space, and said that Chief Siffermann has helped them, but the space is not adequate. Their organization has been so successful because everything is in one location. Their organization has insurance and can indemnify the city and JPD so that they can take care of the facility themselves.
- Rory Taly, Administrative Assistant at YGCIC, reiterated to keep their organization at the W Cottages on the JPD campus. Their organization helps youths and keeps them in school. He said that it is very important and hopes to stay in their current location. COMM Beijen asked Chief Siffermann what the deadline was for the extension. Chief Siffermann said that the date has not been established. Since the last Full Commission meeting, Chief Siffermann extended the offer to remain through the calendar year. Originally, they were to vacate at the end of the school year or summer program, or when they found suitable space. JPD has received an email request from YGCIC to remain in the facility until the calendar year or to provide an extension, if necessary. JPD's concern is that the facility is not safe. JPD will respond to the request after discussions with the City Attorney.
- No further public comments.

3. Review and Approval of the Full Commission Meeting Minutes of April 11, 2012 (ACTION ITEM)

- Motion to approve the April 11, 2012 Full Commission Meeting Minutes by COMM Beijen, second by COMM Woodson, and approved by the rest of the Commission.
- No public comments.

4. Presentation on the Larkin Street Youth Services by Ginger Martin (DISCUSSION ONLY)

- Ms. Martin, Emergency Housing and Community Outreach Liaison, reviewed the referral guide (posted on the JPC website under supporting documents). Larkin Street has been around for 29 years and has 28 different programs and locations throughout the city. The organization works with youths ages 12 to 24. At the age of 25, youths are "aging out." They have two shelters: one under the age of 18; the other for ages 18 to 24. Most services are provided for "aging out" youths, but they also have underage services.
- They have a licensed care facility; an emergency shelter; a drop-in center for youths under the age of 21; educational services; showers for homeless youths; food; counselors; case-management; and wrap-around services. All of the facilities cater to homeless youths. Larkin Street's mission is to create a continuum of services that inspire youths to move beyond the streets. The organization collaborates with free clinics where youths can get medical care, see mental health specialists or a psychologist. Larkin Street also has transitional housing for youths where they can stay for up to two years after the age of 18, where they work on budgets, become employed and return to school. Youths are required to accumulate a savings and pay rent, 30% of their income goes into a savings account in their name and is given to them when they exit.
  COMM Chang asked how youths that are released from YGC get in contact with their organization. Ms. Martin said that many youths contact them through their probation officers or hear about them through other youths or outreach workers. They have a multi-service center that collaborates with Huckleberry House, which has bilingual/trilingual speakers available.
  COMM Chang asked how youths get permanent beds. Ms. Martin said that there is a wait list and a referral process. The wait list has gotten longer this year. There are open beds at their shelters. Underage youths are taken in immediately. There is a wait list at the shelters for young women and men ages 18-24: the wait list for young women is four weeks; the wait list for young men is eight weeks. These young people can call daily to be placed on a waitlist or can show up at night to see if an emergency bed is available.
  COMM Beijen asked if Larkin Street has a relationship with the police department. Ms. Martin said the police are aware of their organization, but do not come in unless it's an emergency. The police only drop off youths to the facility.
- No public comments.

5. Report to the Commission (DISCUSSION ONLY)

a. Chief's Report:

- JPD's Long Term Capital Plan
  Catherine McGuire, Director of Finance, discussed the recently completed work at JPD; addressed the capital budget and needs for the upcoming budget year; and additional capital needs for each of JPD's facilities.
- The priority of the JPD is the security and safety of those in custody, as well as the staff in the buildings. Ms. McGuire stated that the engineers at JPD do an amazing job in keeping the buildings in working order with JPD's small capital maintenance budget.
- At LCR, a fire pump and generator were replaced, a $250,000 project; the gym floors were refinished at Hidden Valley Ranch, which the youths use; and a water heater was replaced. The PUC energy efficiency project has begun at JPD and LCR. PUC funds

projects that pay back in energy savings. PUC will also upgrade the JPD boiler to Bay Area Management District compliance.

- At JPD, lighting and exterior windows were replaced; and HVAC work was done (at JPD and LCR). A new superintendent came on board in January.
- At LCR, four projects were submitted for Capital Planning Committee to consider: water distribution tanks lining; master plan development; dorm plumbing and fixture replacements; and culvert and road repairs. The other capital needs are water and waste water system, which PUC will be taking over in the near future. Roof replacements will be needed, as well as repainting exterior buildings.
- At JPD, a video surveillance request was submitted to the Capital Planning Committee and JPD is also working with the Committee of Information and Technology (COIT) to determine the exact locations. COIT will provide the initial funding, however, their budget has not yet been approved. Improvements to the yard need to be addressed: such as the fence; drainage; soccer field, and surfaces. In the administrative building, requests for upgrades were submitted for fire notification; and building entrance and elevator controls need to be ADA compliant. The ongoing submissions are for repainting the exterior building; repair of the building; and resurfacing roadways and parking lots. The additional capital needs not yet addressed are: the second boiler needs maintenance; and windows in other portions of the building are failing and need to be replaced.

  COMM Albright asked if Liz Jackson-Simpson's program, as well as the other programs in the W Cottages, will be included in the capital plan. Ms. McGuire said they did not include additional funding for those buildings because JPD is only holding those buildings in trust. The buildings belong to the state and the Capital Planning Committee is not interested in funding something that is fairly expensive, which many of the repairs in that building would be, to then have the buildings bulldozed.

  COMM Chang asked which state entity owns the buildings. Ms. McGuire said the Administrative Offices of the Courts. The property was transferred to them and is rented back to JPD, however, there is no lease agreement.

  COMM Chang asked that the ultimate decision for the buildings to be bulldozed is made by the state and Ms. McGuire agreed.

  COMM Chang asked if JPD has input over the decision for the buildings to stay and Ms. McGuire said that would be a question for the City Attorney.

  COMM Chang said that they are aware of the unsafe building conditions and asked if there was any indication that the state would remediate the problems that have been identified. Ms. Maguire said no because the state has no use for the buildings. The function and maintenance of the buildings are the responsibility of JPD, which have been maintained, but JPD's capital needs budget is only $330,000.

  COMM Chang said that since PUC is taking over the water plant maintenance at LCR and some functions at JPD, will this relieve some pressure on JPD to have other agencies complete the work. Ms. McGuire clarified that PUC has volunteered and offered to put together the energy efficient project at JPD and LCR. The boilers need to be Air Quality District compliant. PUC's work did not come out of the facilities management budget this fiscal year. It was carved out of a one-time source that Ms. McGuire found. They proposed to have additional funding in the next fiscal year to support PUC's assistance, but this would go away since PUC will be taking over this function.
- No public comments.

- Hidden Valley Ranch Update

  Chief Siffermann said that the only plan for Hidden Valley Ranch is the continued use of the gym for the LCR kids when they cannot be outside due to inclement weather. LCR youths participated in resurfacing the floor last year and repairs were made to the roof

- Motion to approve the April 11, 2012 Full Commission Meeting Minutes by COMM Beijen, second by COMM Woodson, and approved by the rest of the Commission.
- No public comments.

4. Presentation on the Larkin Street Youth Services by Ginger Martin (DISCUSSION ONLY)

- Ms. Martin, Emergency Housing and Community Outreach Liaison, reviewed the referral guide (posted on the JPC website under supporting documents). Larkin Street has been around for 29 years and has 28 different programs and locations throughout the city. The organization works with youths ages 12 to 24. At the age of 25, youths are "aging out." They have two shelters: one under the age of 18; the other for ages 18 to 24. Most services are provided for "aging out" youths, but they also have underage services.
- They have a licensed care facility; an emergency shelter; a drop-in center for youths under the age of 21; educational services; showers for homeless youths; food; counselors; case-management; and wrap-around services. All of the facilities cater to homeless youths. Larkin Street's mission is to create a continuum of services that inspire youths to move beyond the streets. The organization collaborates with free clinics where youths can get medical care, see mental health specialists or a psychologist. Larkin Street also has transitional housing for youths where they can stay for up to two years after the age of 18, where they work on budgets, become employed and return to school. Youths are required to accumulate a savings and pay rent. 30% of their income goes into a savings account in their name and is given to them when they exit.
  COMM Chang asked how youths that are released from YGC get in contact with their organization. Ms. Martin said that many youths contact them through their probation officers or hear about them through other youths or outreach workers. They have a multi-service center that collaborates with Huckleberry House, which has bilingual/trilingual speakers available.
  COMM Chang asked how youths get permanent beds. Ms. Martin said that there is a wait list and a referral process. The wait list has gotten longer this year. There are open beds at their shelters. Underage youths are taken in immediately. There is a wait list at the shelters for young women and men ages 18-24: the wait list for young women is four weeks; the wait list for young men is eight weeks. These young people can call daily to be placed on a waitlist or can show up at night to see if an emergency bed is available.
  COMM Beijen asked if Larkin Street has a relationship with the police department. Ms. Martin said the police are aware of their organization, but do not come in unless it's an emergency. The police only drop off youths to the facility.
- No public comments.

5. Report to the Commission (DISCUSSION ONLY)

a. Chief's Report:

- JPD's Long Term Capital Plan
  Catherine McGuire, Director of Finance, discussed the recently completed work at JPD; addressed the capital budget and needs for the upcoming budget year; and additional capital needs for each of JPD's facilities.
- The priority of the JPD is the security and safety of those in custody, as well as the staff in the buildings. Ms. McGuire stated that the engineers at JPD do an amazing job in keeping the buildings in working order with JPD's small capital maintenance budget.
- At LCR, a fire pump and generator were replaced, a $250,000 project; the gym floors were refinished at Hidden Valley Ranch, which the youths use; and a water heater was replaced. The PUC energy efficiency project has begun at JPD and LCR. PUC funds

projects that pay back in energy savings. PUC will also upgrade the JPD boiler to Bay Area Management District compliance.

- At JPD, lighting and exterior windows were replaced; and HVAC work was done (at JPD and LCR). A new superintendent came on board in January.
- At LCR, four projects were submitted for Capital Planning Committee to consider: water distribution tanks lining; master plan development; dorm plumbing and fixture replacements; and culvert and road repairs. The other capital needs are water and waste water system, which PUC will be taking over in the near future. Roof replacements will be needed, as well as repainting exterior buildings.
- At JPD, a video surveillance request was submitted to the Capital Planning Committee and JPD is also working with the Committee of Information and Technology (COIT) to determine the exact locations. COIT will provide the initial funding, however, their budget has not yet been approved. Improvements to the yard need to be addressed: such as the fence; drainage; soccer field, and surfaces. In the administrative building, requests for upgrades were submitted for fire notification; and building entrance and elevator controls need to be ADA compliant. The ongoing submissions are for repainting the exterior building; repair of the building; and resurfacing roadways and parking lots. The additional capital needs not yet addressed are: the second boiler needs maintenance; and windows in other portions of the building are failing and need to be replaced.
  COMM Albright asked if Liz Jackson-Simpson's program, as well as the other programs in the W Cottages, will be included in the capital plan. Ms. McGuire said they did not include additional funding for those buildings because JPD is only holding those buildings in trust. The buildings belong to the state and the Capital Planning Committee is not interested in funding something that is fairly expensive, which many of the repairs in that building would be, to then have the buildings bulldozed.
  COMM Chang asked which state entity owns the buildings. Ms. McGuire said the Administrative Offices of the Courts. The property was transferred to them and is rented back to JPD, however, there is no lease agreement.
  COMM Chang asked that the ultimate decision for the buildings to be bulldozed is made by the state and Ms. McGuire agreed.
  COMM Chang asked if JPD has input over the decision for the buildings to stay and Ms. McGuire said that would be a question for the City Attorney.
  COMM Chang said that they are aware of the unsafe building conditions and asked if there was any indication that the state would remediate the problems that have been identified. Ms. Maguire said no because the state has no use for the buildings. The function and maintenance of the buildings are the responsibility of JPD, which have been maintained, but JPD's capital needs budget is only $330,000.
  COMM Chang said that since PUC is taking over the water plant maintenance at LCR and some functions at JPD, will this relieve some pressure on JPD to have other agencies complete the work. Ms. McGuire clarified that PUC has volunteered and offered to put together the energy efficient project at JPD and LCR. The boilers need to be Air Quality District compliant. PUC's work did not come out of the facilities management budget this fiscal year. It was carved out of a one-time source that Ms. McGuire found. They proposed to have additional funding in the next fiscal year to support PUC's assistance, but this would go away since PUC will be taking over this function.
- No public comments.

- Hidden Valley Ranch Update
  Chief Siffermann said that the only plan for Hidden Valley Ranch is the continued use of the gym for the LCR kids when they cannot be outside due to inclement weather. LCR youths participated in resurfacing the floor last year and repairs were made to the roof

and fire alarm. He stated that there are lots of ideas, such as establishing a "Green Technology" campus or a hospitality center, but the work involved for the tear down would be costly, not to mention the cost of construction.
COMM Chang asked what the process would be if another city department wanted to use Hidden Valley Ranch. Sallie Gibson, City Attorney, deferred the question to the Real Estate Department. The Director of Property has jurisdiction over these properties.

- No public comments.

b. Committee Reports

6. Future Agenda Items (ACTION ITEM)

Announcements

- The next Full Commission meeting will be held at City Hall, Hearing Room 408, on June 13, 2012 at 5:30 p.m.
- No public comments.

7. Adjournment (ACTION ITEM)
- The meeting adjourned at 6:28 p.m.

DRAFT

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

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Regular Meeting Agenda
Wednesday, June 13, 2012
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

1. Roll call

2. Public Comment

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction that does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. Review and Approval of the Full Commission Meeting Minutes of May 9, 2012 (ACTION ITEM)

4. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - JJC Census Report

   b. Committee Reports

5. Public comment on all matters pertaining to Item 9 below, Closed Session, including public comment on vote whether to hold Item 9 in closed session.

6. Vote on whether to hold closed session, including vote on whether to assert the attorney-client privilege with regard to Item 9(a) (San Francisco Administrative Code Section 67.10) (ACTION)

7. Closed Session
   Roll Call;

   a. Pursuant to Government Code Section 54956.9(a) and San Francisco Administrative Code Section 67.10(d)(1): (DISCUSSION & POSSIBLE ACTION)
   CONFERENCE WITH LEGAL COUNSEL – Existing Litigation
   Dallabrida v. CCSF, SF Superior Court Case #515-117, 10/19/11
   Lam v. CCSF, Dist Ct, ND Cal Case #C08-4702, 4/28/09
   Lam v. CCSF, Dist Ct, ND Cal Case #C10-4641, 7/26/11
   Resident Minors of CCSF v. CCSF, Dist Ct, ND Cal Case #C10-4838, 10/25/10

   (OPEN SESSION) Roll Call.

8. Vote to elect whether to disclose any or all discussion on Item 9 held in closed session (San Francisco Administrative Code Section 67.12(a)) (ACTION)

9. Future Agenda Items (ACTION ITEM)

Announcements

- The next Full Commission meeting will be held on Wednesday, August 8th at 5:30 p.m. in City Hall, Hearing Room 408.

10. Adjournment (ACTION ITEM)

*** SUPPORTING DOCUMENTATION FOR JUVENILE PROBATION COMMISSION AGENDA ITEMS THAT ARE NOT CONFIDENTIAL ARE AVAILABLE FOR REVIEW AT THE JUVENILE PROBATION COMMISSION OFFICE, 375 WOODSIDE AVENUE, SAN FRANCISCO, CA 94127, DURING NORMAL BUSINESS HOURS: (415) 753-7870. IF ANY MATERIALS RELATED TO AN ITEM ON THIS AGENDA ARE DISTRIBUTED TO THE COMMISSION MEMBERS AFTER DISTRIBUTION OF THE AGENDA PACKET, THOSE MATERIALS ARE ALSO AVAILABLE FOR PUBLIC INSPECTION AT THE COMMISSION OFFICE, 375 WOODSIDE AVENUE, SAN FRANCISCO, DURING NORMAL OFFICE HOURS.

The Commission will hear public comment on all agenda items before or during discussion of the item. The period of time allowed for public comment may be modified by the Chair in the interest of fairness to all those wishing to address the Commission.

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Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco CA 94102-4689; by phone at (415) 554-7724; by fax at (415) 554-7854; or by email at sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library, and on the City's Web site at http://www.sfgov.org.

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sensitive to various chemical based products. Please help the City accommodate these individuals.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, June 13, 2012
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Commissioners
Julian Chang, President
Dirk Beijen, Vice President
Katharine Albright
Joseph Arellano
Susan Jones
Sarah Ching Ting Wan
Rebecca Woodson

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Meeting Minutes

1. Roll Call
   - The Commission President called the meeting to order at 5:35 p.m. Commissioners Albright, Arellano, Beijen, Chang, Jones, Wan and Woodson were present.

2. Public comments.
   - No public comments.

3. Review and Approval of the Full Commission Meeting Minutes of May 9, 2012 (ACTION ITEM)
   - Motion to approve the May 9, 2012 Full Commission Meeting Minutes by COMM Beijen, second by COMM Albright, and approved by the rest of the Commission.
   - No public comments.

4. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report:

   - JJC Census Report:
     Chief Siffermann discussed the Juvenile Hall comparative analysis census report for April 2007 and April 2009 (report also online under JPC supporting documents). The report describes the population in JJC: pending investigation; pending adjudication; adjudicated pending dispositions; awaiting placement; miscellaneous (admissions to detention); JJC commitments; direct file (while under JJC care, but matter is awaiting in adult criminal court).
   - In 2007, 156 youths were in custody; in 2012, 69 youths were in custody. JPD quickly conducts investigations to present matters to the District Attorney for review and to be placed on a detention hearing calendar, but the population in detention is due to "pending adjudication" and "adjudicated pending disposition." This takes time to process with attorneys discussing the facts of the case; and disposition, which adds to the length of stay. JPD has made significant improvements in getting kids out of Juvenile

Hall and onto their placements. The cases noted in the report have already been concluded with the courts. Under "miscellaneous," kids are brought in for medical exams; and probation violations, which have been reduced since Chief Siffermann has been in his position.

- The total bed days in 04/07, was 6,879, and the total population consumed those beds. In 04/12, the total bed days were 5,135, and the total population was half of the beds provided. The number of kids committed to Juvenile Hall has increased, as noted in "JJC commitments" and "direct file." There is a rising number of kids that are "adjudicated pending disposition" languishing in detention. It's not how many kids come into detention, it's how long they stay. It's up to the adults to adjudicate on these cases.
- The average length of stay has gone up by 30 days: in 04/12, it was 74 days; in 2007, it was 44 days, with more kids. JPD is aware of the impact of long-term commitments on JJC regarding the average daily population and the length of stay. This report was presented for discussion at the Delinquency Admin meeting, with the presiding judge of the Unified Family Court, Judge Mahoney, sitting judges, attorneys, and probation, to give JPD's perspective on the impact on the kids housed at Juvenile Hall. JPD has not received feedback to share. Chief Siffermann expressed at this meeting that long-term commitments to Juvenile Hall are not effective; the programming and space is not intended for long-term or weekend stays; yet long-term commitment continues to rise. Housing kids over the age of 18 years also poses a management and overcrowding problem. JPD is resisting the request to expand the programming for long-term commitments because kids will be committed until they receive their high school diplomas. There are other forms of community supervision that have a better chance of impacting kids instead of the overuse of long-term commitment, however, JPD will continue with its analysis and is open for suggestions.
- Chief Siffermann also discussed Mayor Lee's program, Camp Mather Team Outdoor Experience, which will occur in late August. The program, led by Assistance Chief Nance, is for probation youth and could possibly provide employment at the end of the program. Applications have gone out for 60 youths. 38 youths attended last year.
- No public comments.

b. Committee Reports

5. Public comment on all matters pertaining to Item 7 below, Closed Session, including public comment on vote whether to hold Item 7 in closed session.
   - No public comments.
6. Vote on whether to hold closed session, including vote on whether to assert the attorney-client privilege with regard to Item 7(a) (San Francisco Administrative Code Section 67.10) (ACTION).
   - Motion to hold closed session by COMM Albright, second by COMM Beijen, and approved by the rest of the Commission.
7. Closed Session
   Roll Call;

   a. Pursuant to Government Code Section 54956.9(a) and San Francisco Administrative Code Section 67.10(d)(1): (DISCUSSION & POSSIBLE ACTION)
   CONFERENCE WITH LEGAL COUNSEL – Existing Litigation
   Dallabrida v. CCSF, SF Superior Court Case #515-117, 10/19/11
   Lam v. CCSF, Dist Ct, ND Cal Case #C08-4702, 4/28/09
   Lam v. CCSF, Dist Ct, ND Cal Case #C10-4641, 7/26/11
   Resident Minors of CCSF v. CCSF, Dist Ct, ND Cal Case #C10-4838, 10/25/10

(OPEN SESSION) Roll Call.

- Commissioners Albright, Arellano, Beijen, Chang, Jones, Wan and Woodson were present.

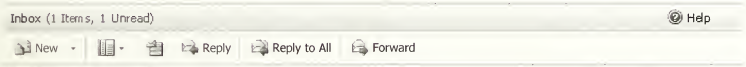
8. Vote to elect whether to disclose any or all discussion on Item 9 held in closed session (San Francisco Administrative Code Section 67.12(a)) (ACTION)
   - Motion to not disclose closed session by COMM Beijen, second by COMM Albright, and approved by the rest of the Commission.
   - No public comments.

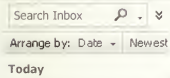
9. Future Agenda Items (ACTION ITEM)

   Announcements:

   - COMM Chang appeared at the Rules Committee and the Youth Commission discussed capital needs. He commended Chief Siffermann and Ms. Magee for their efforts and suggested that the Commissioners stop by the Youth Commission and introduce themselves.
   - COMM Chang discussed touring JJC, by a special meeting or individual tours, regarding safety issues. He expressed that the central playing field is not a secure area and feels that items can be easily thrown over the fence.
   - COMM Chang said the City is requesting that everyone use direct deposit to cut down on costs.
   - COMM Chang said that the Full Commission will not meet in July. The next Full Commission meeting will be held on August 9th in City Hall, Hearing Room 408, at 5:30 p.m.
   - COMM Chang asked the Commissioners to bring ideas to the August meeting for the next off-site meeting location. COMM Wan will check with Chinatown YMCA; and the Commission Secretary will check with Mission High School and Northern Station at Turk and Fillmore.

10. Adjournment (ACTION ITEM)
    - The meeting adjourned at 6:30 p.m.





The Juvenile Probation Full Commission will not meet in July

Pauline.Silva-Re@sfgov.org [Pauline.Silva-Re@sfgov.org]

Sent: Friday, July 06, 2012 9:43 AM

The Juvenile Probation Full Commission will not meet in July. The next Full Commission meeting is scheduled for August 8th. Thank you.

Pauline

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Pauline Silva-Re
Commission Secretary
Juvenile Probation Commission
Office: (415) 753-7870
Pauline.Silva-Re@sfgov.org

For more information (copy and paste the following links):
Juvenile Probation Commission:
http://sfgov3.org/index.aspx?page=542
Juvenile Probation Commission Meeting Information:
http://sfgov3.org/index.aspx?page=578
Juvenile Probation Commission Meeting Audio Archive:
http://sfgov3.org/index.aspx?page=2888
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The Juvenile Probat...

The Juvenile Probation Full Commission will not meet in August

Pauline.Silva-Re@sfgov.org [Pauline.Silva-Re@sfgov.org]

Sent: Friday, July 27, 2012 10:39 AM

The next Full Commission meeting is scheduled on Wednesday, September 12th at 5:30 p.m. in City Hall, Hearing Room 408.

Thank you.

Pauline

****

Pauline Silva-Re
Commission Secretary
Juvenile Probation Commission
Office: (415) 753-7870
Pauline.Silva-Re@sfgov.org

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, September 12, 2012
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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1. Roll call

2. Public Comment

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3. Review and Approval of the Full Commission Meeting Minutes of June 13, 2012 (ACTION ITEM)

4. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - Welcoming New Director of Log Cabin Ranch (LCR), Daniel Prince
   - JPD's Role in the City's Plan to Reduce Violence in SF

   b. Committee Reports

5. Future Agenda Items (ACTION ITEM)

   Announcements

   - The October Full Commission meeting will be held on Tuesday, October 9th at 6 p.m. at SFPD Northern Station, in the Community Room, located at 1125 Fillmore Street in San Francisco.

6. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, September 12, 2012
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Commissioners
Julian Chang, President
Dirk Beijen, Vice President
Katharine Albright
Joseph Arellano
Susan Jones
Sarah Ching Ting Wan
Rebecca Woodson

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Meeting Minutes

1. Roll Call
   - The Commission President called the meeting to order at 5:42 p.m. Commissioners Albright, Arellano, Beijen, Jones, Wan and Woodson were present. Commissioner Chang was excused.

2. Public comments.
   - No public comments.

3. Review and Approval of the Full Commission Meeting Minutes of June 13, 2012 (ACTION ITEM)
   - Motion to approve the June 13, 2012 Full Commission Meeting Minutes by COMM Albright, second by COMM Arellano, and approved by the rest of the Commission.
   - No public comments.

4. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report:

Welcoming New Director of Log Cabin Ranch (LCR), Daniel Prince

- Chief Siffermann introduced Mr. Prince and stated it took two years to find the new LCR Director that will advance JPD's mission. Mr. Prince has a background in Juvenile Justice; served as Director of Juvenile Hall in Nevada County in California; worked in Arizona; and served as Director of Youth Camp in Nevada, which encompasses the LCR vision. Mr. Prince started on September 4th.
- Mr. Prince introduced himself and said that he felt privileged to be a part of JPD. He is looking forward to working with such a progressive department addressing the needs of young people facing significant challenges in their lives. His background consists of creating opportunities for youths to learn and grow in a supportive environment. Mr. Prince said that he directed a 100-bed facility in Las Vegas, which focused on work and

education programs, and feels LCR has these in place with the Missouri Model. He looks forward to providing the commission with updates. As a former member of the Nevada Juvenile Justice Commission, he is familiar with the hard work the commission does in advising the department and community, and looks forward to being part of the process as Director of LCR.

- Chief Siffermann commended Assistant Chief Nance for his leadership and guidance during the past two years while they searched for the new director.

JPD's Role in the City's Plan to Reduce Violence in SF

- Chief Siffermann discussed JPD's response to the summer's spike in firearm violence and homicides in SF. JPD responded in a vigilant and swift manner. Many youths involved in the acts of violence have had significant history at Juvenile Hall:
- JPD instructed Probation Officers to have in-depth interviews with their case load youths with firearm or violent offenses; review probation rules, specifically to discuss police searches at any time; and the need for youths to abide by these rules for their safety and the safety of the community.
- Chief Siffermann constructed the "Probation Officer Directive," which youths are required to initial at each point and sign the statement. JPD also signs the statement, which verifies that youths have been served with this notice, and the affidavit is then placed in their court file. This document also offers services for kids who have difficulties following probation orders and offers remedies that would allow them to comply with probation terms. Eighty youths participated in these sessions, over 50% from the serious offenders' program, and thus far, 92% have not violated probation.
- JPD participates in other citywide initiatives. Members of the serious offenders' unit meet twice a month to discuss public safety with the gang-task force: the Police Department, District Attorney's Office, and Sheriff's Department. Probation Officers also go on special details with the police to search homes, which allow police a greater opportunity to obtain weapons and firearms. This special detail has brought in a number of handguns and automatic weapons.
  COMM Beĳen commended the Chief and the department on this initiative.
- No public comments.

b. Committee Reports

5. Future Agenda Items (ACTION ITEM)

Announcements:

- COMM Beĳen confirmed that the next Full Commission meeting will be held on October 9th at Northern Police Station, 1125 Fillmore Street, in the Community Room, at 6 p.m.

10. Adjournment (ACTION ITEM)

- The meeting adjourned at 6:23 p.m.

DRAFT

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Thursday, October 18, 2012
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

1. Roll call

2. Public Comment

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction that does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. Review and Approval of the Full Commission Meeting Minutes of September 12, 2012 (ACTION ITEM)

4. Nomination of Commission's Certificate of Recognition for Allen Nance, Assistant Chief Probation Officer, Juvenile Probation Department, by William Siffermann, Chief Probation Officer (DISCUSSION AND ACTION ITEM)

5. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - Report on 2012 Camp Mather Teen Outdoor Experience by Allen Nance, Assistant Chief Probation Officer

   - JPD operations update
     - JJC
     - Log Cabin Ranch
     - Probation Services

   b. Committee Reports

6. Future Agenda Items (ACTION ITEM)

   - Announcements

7. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Thursday, October 18, 2012
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Commissioners
Julian Chang, President
Dirk Beijen, Vice President
Katharine Albright
Joseph Arellano
Susan Jones
Sarah Ching Ting Wan
Rebecca Woodson

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Meeting Minutes

1. Roll Call
   - The Commission President called the meeting to order at 5:32 p.m. Commissioners Albright, Beijen, Chang, Wan and Woodson were present. Commissioner Arellano and Jones were excused.

2. Public comments.
   - No public comments.

3. Review and Approval of the Full Commission Meeting Minutes of September 12, 2012 (ACTION ITEM)
   - Motion to approve the September 12, 2012 Full Commission Meeting Minutes by COMM Albright, second by COMM Beijen, with the exception that the meeting was called to order by the Vice President, and approved by the rest of the Commission.
   - No public comments.

4. Nomination of Commission's Certificate of Recognition for Allen Nance, Assistant Chief Probation Officer, Juvenile Probation Department, by William Siffermann, Chief Probation Officer (DISCUSSION AND ACTION ITEM)
   - Chief Siffermann expressed the tremendous work put forth by Assistant Chief Nance for the past two years as Director at LCR, in addition to his responsibilities as Assistant Chief Probation Officer. Without Assistant Chief Nance's efforts, JPD would not have advanced the programming or have had the prominent impact of youths that emerged from LCR. Assistant Chief Nance's level of commitment greatly impacted LCR.
   - COMM Beijen has encountered LCR graduates and always inquires about the programs and how they are being run. Assistant Chief Nance is always held in the highest esteem by these youths. COMM Beijen would like to join Chief Siffermann in making this nomination.
   - Motion to approve the Certificate of Recognition for Allen Nance by COMM Beijen, second by COMM Albright and approved by the rest of the Commission.

- COMM Albright added that she had the honor and privilege of working with Assistant Chief Nance as a member of the SF Child Abuse Prevention Center and spoke of his commitment, dedication and passion to all the children of SF. COMM Albright thanked Assistant Chief Nance.
- COMM Woodson echoed the sentiments of the Commissioners and added that she appreciates Assistant Chief Nance's dedication to the Commission and his willingness to be at the meetings to answer questions, inform the Commission, and be willing to give any assistance possible in decision making regarding youths and the department.
- COMM Chang was in support of Chief Siffermann's nomination and COMM Beijen's motion, expressed his gratitude for the leadership of Chief Siffermann and Assistant Chief Nance in turning SF into a model for other communities, and has been honored to work with Assistant Chief Nance.
- Assistant Chief Nance expressed his gratitude to Chief Siffermann and the Commission. He was deeply honored by the recognition, greatly appreciates the sentiments, and also shares this recognition with Chief Siffermann for his hard work.
- No public comments.

5. Report to the Commission (DISCUSSION ONLY)

a. Chief's Report:

Report on 2012 Camp Mather Teen Outdoor Experience by Allen Nance, Assistant Chief Probation Officer

- Camp Mather Teen Outdoor Experience was born out of Mayor Lee's vision in 2011, to find ways to engage young people in the community. At the time, there was a spike in violence in the community. The Mayor spoke with numerous CBO leaders, who expressed a need for young people to get out of the city and away from the violence they encounter every day, and a partnership was developed with Recreations and Parks, SFPD, CRN's and CBO's.
- In 2011, 37 youths attended the camp. As a result of their participation, internship opportunities were offered to each youth. There were 12 youths that became employed by Recreation and Parks.
- In 2012, the group focused on youth development and mentoring efforts, in addition to employment opportunities. Twenty-five youths participated; 17 boys and 10 girls, ages 14-17 years. Each were assigned to a PO or identified as an "at-risk" youth. Youths were referred by the Probation Department, PO's, or CBO case managers and had to be enrolled in school or have completed their GED. Prior sex offenders were ineligible. Each youth had to apply; write an essay, which was used as the selection process; and have parental consent.
- Youths learned about Hetch Hetchy and the significant role it plays in delivering water to SF. One of the preparation themes was getting kids to take responsible risks, such as rock climbing. Other camp experiences consisted of interactive workshops, gender respect sessions, as well as outdoor activities (fishing, campfires, and archery). There was a large focus on interactive activities with youths and adults, such as taking care of the camp, serving the food, creating a sense of ownership and discipline. The ratio of staff and youth was around 1:1.
- All participating youths were offered employment opportunities. Youths that were not ready for employment will be offered job readiness training. A reunion is planned later this month at Hamilton Park and will focus on mentorship, as an ongoing effort to develop youths to young adulthood.

  COMM Beijen congratulated Assistant Chief Nance on the success of their program. COMM Wan also congratulated Assistant Chief Nance on the success of their program,

asked if the budget was an issue since 37 youths attended last year and 25 youths attended this year, and if there was any plan to expand in the future. Assistant Chief Nance said that it was not a budget issue, but that they were more rigorous with the application process and anticipates the numbers to go up next year.
COMM Chang asked about the funding and Assistant Chief Nance said that departments used their existing resources and Chief Siffermann paid for the orientation food out of his own pocket. In the future, the group will have to look at a budget and fiscal support. COMM Chang suggested looking at the private sector for funding and internship opportunities. In addition, he asked about the Camp graduates. Assistant Chief Nance said that there were three individuals that returned this year as Recreation and Parks staff and stated that employment opportunities are mainly provided by city agencies, but would welcome the opportunity from private sectors.

- No public comments.

- JPD operations update
  - JJC: Chief Siffermann stated that the census is at 70 for September 2012. In September 2011, the census was at 95. This has been a complete year that JJC has been under 100. While there is a reduction in numbers, the length of stay has increased and the significant level of charges has elevated. This requires a more deliberate process of assessing and developing a safe release plan.
    Chief Siffermann received the 2010-2012 Biannual Inspection Report by the Board of State and Community Corrections (formerly known as the Corrections Standards Authority) regarding JJC and LCR. The letter was also sent to the Mayor's Office, BOS, JJC, and JPC. Although no non-compliance issues were raised, Chief Siffermann has taken immediate steps to work with the directors of JJC and LCR to identify issues and formulate a corrective action plan.
    COMM Chang said that the report does not call for a corrective response from the department and will forward the report to the rest of the Commission.
    Chief Siffermann received a preliminary estimate in excess of $800,000 for the capital expenditures necessary to fix the large recreation area behind Juvenile Hall. This estimate will be submitted tomorrow, along with JPD's capital budget.
  - Log Cabin Ranch: Chief Siffermann said that five youths left the facility the other evening, which prompted Assistant Chief Nance to return to LCR at 4 a.m. The youths were quickly apprehended and are currently in another county's detention center.
  - Probation Services: The department received a second extensive grant from the Federal Second Chance Act Grant to enhance the Juvenile Collaborative Reentry Team. Based on the outcomes of this program, it was renamed the Juvenile Collaborative Reentry Unit (JCRU). Through the efforts of Deputy Director Allison Magee, in partnership with the Public Defender's Office, and a local CBO, they are now able to expand the reentry services from out-of-home services, LCR, and DJJ.
    Effective January 2013, a new law eliminates juvenile parole. JPD will now provide supervision over adult convicted felons who will be returned to the community and placed under court conditions. Recently, two PO's making house visits with the police, were approached by a convicted felon and a known juvenile offender with an automatic weapon. This required immediate police intervention. The new law will require the department to have serious discussions with the Police Department regarding the PO's level of involvement.
    COMM Chang expressed the Commission's concern regarding the two PO's who were placed in harm's way during the ride along and alerted the Commission of the new increased risks involved because of this law.
    COMM Beijen asked about the $800,000 repair fee for the recreation area and asked if this was a flaw in the initial design of the center. Chief Siffermann said that part of it was

to correct the design, but there are erosion and drainage problems. Chief Siffermann does not want the public to gain access and view the area; wants improved security for the adjacent area; and wants to improve the soccer field with artificial turf.
COMM Beijen asked if there was any recourse with the designer/builder. Chief Siffermann did not think so because they did not have those issues in mind at that time.
COMM Beijen asked if the five youths that ran away from LCR were being accused of further crimes. Chief Siffermann said that no subsequent crimes were committed.
COMM Wan asked about the declining attendance rate at JJC and if there was an update to Mr. Bieringer's report of last year regarding the police arrest rate. Chief Siffermann said the rate is based on the reduction of juvenile crime. In 2011, 26% of the arrests were made from out-of-county individuals and that there is a relationship between reduced admissions and reduction in crime.
COMM Wan asked if this arrest rate was the same at CARC. Chief Siffermann said it was a greater use at CARC.

a. No public comments

b. Committee Reports

6. Future Agenda Items (ACTION ITEM)

Announcements:

- COMM Chang stated that the next Full Commission meeting might be held at Chinatown YMCA at 6 p.m. Space is also reserved at Northern Station in December.

7. Adjournment (ACTION ITEM)
- The meeting adjourned at 6:32 p.m.

DRAFT

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, November 14, 2012
6 p.m.
YMCA SF Chinatown
855 Sacramento Street, 3rd Floor
San Francisco, CA 94108

1. Roll call

2. Public Comment

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction that does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. Review and Approval of the Full Commission Meeting Minutes of October 18, 2012 (ACTION ITEM)

4. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - Division Updates

     - JJC
     - Probation Services
     - Log Cabin Ranch

   b. Committee Reports

5. Future Agenda Items (ACTION ITEM)

   - Announcements

6. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, November 14, 2012
6 p.m.
YMCA SF Chinatown
855 Sacramento Street
San Francisco, CA 94108

Commissioners
Julian Chang, President
Dirk Beijen, Vice President
Katharine Albright
Joseph Arellano
Susan Jones
Sarah Ching Ting Wan
Rebecca Woodson

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Meeting Minutes

1. Roll Call
   - The Commission President called the meeting to order at 6:20 p.m. Commissioners Beijen, Chang, Jones, Wan and Woodson were present. Commissioner Albright and Arellano were excused.

2. Public comments.
   - No public comments.

3. Review and Approval of the Full Commission Meeting Minutes of October 18, 2012 (ACTION ITEM)
   - Motion to approve the October 18, 2012 Full Commission Meeting Minutes by COMM Beijen, second by COMM Wan, and approved by the rest of the Commission.
   - No public comments.

4. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

      - Division Updates by Chief Siffermann.

        - JJC:
          Today the population reached 81 and the average daily population in October was 71. In October 2011, the population was 96. The population seems to spike in October, however, will most likely be down through the holidays.
          The gym windows that were damaged are being replaced and Engineering has expedited the project.
          Cameras will be installed in various places in the next year in the detention center to enhance safety, particularly to address/corroborate any workers'

compensation claims, and to provide a safer environment for youth and staff. Although there is camera coverage in the entrance areas, common areas need coverage. This should have been included in the original design, but was taken out due to budgetary constraints.
The recreation yard improvement was estimated at $800,000, as reported at the last meeting, and will be included in capital project.

- Probation Services:

JPD participated in strategic operations with SFPD and a meeting was held with Law Enforcement Stakeholders to address the realignment of DJJ (see DJJ flowchart on website under supporting documents: http://sfgov3.org/index.aspx?page=4011).
The Sheriff, DA, SFPD, and JPD highlighted various steps needed regarding youths emerging from DJJ. Six youths were in DJJ before the realignment and a couple of youths will be emerging from DJJ each year. Two have already been released and placed under court supervision, which parallels parole supervision. These former youths, now adults, will have GPS monitors, stay-away orders and search condition provisions, to preserve public safety.
Two Probation Officers (PO's) from the Serious Offenders' Unit were dispatched to the gang task force around City Hall during the Giants' World Series celebration and identified individuals that were not authorized to be in the area. No youths were apprehended.
Chief Siffermann emphasized his growing concern over the safety and security of PO's that engage in routine operations with SFPD. He stated that high-risk offenders accompany these kids and are in the area when PO's are conducting compliance checks. PO's are put in harm's way and are unarmed. On 09/20, PO's were approached by a person with an automatic weapon and on 10/19, PO's were called back to Life Learning Academy to apprehend a youth in possession of an automatic weapon. Chief Siffermann suggested that "JPD's field safety and monitoring compliance with high-risk probationers and DJJ parolees" be added to the January agenda for public input.
COMM Jones asked if PO's maintain current training to carry weapons. Chief Siffermann said that PO's are not authorized to carry firearms and as a result have not been trained to carry weapons. He has maintained over the 7.5 years he has been CPO that he does not want guns at JPD. However, with this new law, he is concerned for the safety of PO's dealing with adult parolees. He would like to explore having these PO's properly protected during operations teamed with SFPD. With juvenile parole being disbanded in January 2013, this responsibility will be subsumed by JPD. State Juvenile Parole agents throughout the state have been armed for juvenile parolees in the past.
COMM Jones asked for a risk benefit analysis; details if one of the PO's had to discharge their weapons. Chief Siffermann said that JPD does not have the resources to open its own unit for these reviews and is looking for guidance on how this can be done to preserve the integrity of the department and safety of the officers. Chief Siffermann will invite SFPD; CBO's; and PO's from this unit to discuss what has been encountered to the Full Commission January meeting.
COMM Beijen thought this issue should be addressed for the safety of the PO's, as well as the community. He said that the community is asking PO's to go unannounced into high-risk situations and the Commission has an obligation to see what can be done to provide safety for PO's to respond, if necessary.
COMM Chang said that due to the realignment policy, this item will be on the January 2013 agenda.

a. Log Cabin Ranch:
There are 19 youths divided into two pods, based on the census, backgrounds and level of delinquencies.
The annual Halloween party was a success for staff, volunteers and youths. The kids were appreciative of the activities, which began with a meal; followed by games (pie eating; pie throwing & a pinada filled with candy); a pumpkin carving contest, which kids were awarded safe prizes such as toiletries; and the event finished with a scary movie.
Daniel Prince, the new LCR Director is adjusting very well to his position, as well as the kids to this change. Assistant Chief Probation Officer, Allen Nance, has been instrumental in the positive transition.
Some LCR construction projects will be put on "hold" due to a staff vacancy with the SF Conservation Corp. LCR will continue working on the family visitor center and the kitchen garden project.

b. No public comments

b. Committee Reports

5. Future Agenda Items (ACTION ITEM)

Announcements:

- COMM Chang stated that the next Full Commission meeting will be held on January 9, 2013 in City Hall, in Hearing Room 408. In addition, the election for Commission President and Vice President will occur in February.
- Chief Siffermann stated that JPD's holiday party will be held on December 20th.

6. Adjournment (ACTION ITEM)
- The meeting adjourned at 7:00 p.m.

DRAFT

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, January 9, 2013
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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1. Roll call

2. Public Comment

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3. Review and Approval of the Full Commission Meeting Minutes of November 14, 2012 (ACTION ITEM)

4. Report on JPD's Field Safety and Monitoring Compliance with High-Risk Probationers and DJJ Parolees by William Siffermann, Chief Probation Officer (DISCUSSION ITEM)

5. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   b. Committee Reports

6. Future Agenda Items (ACTION ITEM)

   - Announcements

7. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, January 9, 2013
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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Commissioners
Julian Chang, President
Dirk Beijen, Vice President
Katharine Albright
Joseph Arellano
Susan Jones
Sarah Ching Ting Wan
Rebecca Woodson

Meeting Minutes
(Items have been taken out of order from the Meeting Agenda)

1. Roll Call
   - The Commission President called the meeting to order at 5:36 p.m. Commissioners Albright, Arellano, Beijen, Chang, Jones, Wan and Woodson were present.

2. Review and Approval of the Full Commission Meeting Minutes of November 14, 2012 (ACTION ITEM)
   - Motion to approve the November 14, 2012 Full Commission Meeting Minutes by COMM Albright, second by COMM Beijen, and approved by the rest of the Commission.
   - No public comments.

3. Report on JPD's Field Safety and Monitoring Compliance with High-Risk Probationers and DJJ Parolees by William Siffermann, Chief Probation Officer (DISCUSSION ONLY)
   - Chief Siffermann discussed the changing landscape and climate of JPD's work associated with preserving public safety. JPD's main concern is the elimination of state administered juvenile parole, the expansion of extended foster care benefit coverage to individuals up to the age of 21, escalating street violence and the proliferation of firearm possession among juveniles (see full CPO presentation on JPC website, under Supporting Documents at: http://sfgov3.org/index.aspx?page=4135).
   - Assistant Chief Probation Officer, Allen Nance, presented the Juvenile Probation Officer Field Safety and Monitoring Compliance power point presentation. The objectives of the presentation highlighted the nature and characteristics of Juvenile Court referrals; described assessment of criminal risk (High Risk offenders); presented updates regarding changes in state laws that impact juvenile probation supervision; and reported on specific Community monitoring and Supervision strategies and challenges (see full power point presentation at: http://sfgov3.org/index.aspx?page=4135).
   - Probation Officers, Ernest Logoleo and Fred Collier, discussed high-risk offenders on probation and displayed photos of youths carrying automatic weapons; weapons they have encountered in the community.

- Chief Siffermann concluded that JPD remains firm in its commitment to provide guidance and direction to youth and families they serve in ways that hold them accountable for their actions, increases their competencies to develop positive lifestyles and protects the safety of SF residents and visitors. No conclusions or determinations have been made at this point and Chief Siffermann hopes to return in April to present the results of JPD's analysis before he implements any operational changes (see remaining concluding remarks under CPO presentation at: http://sfgov3.org/index.aspx?page=4135).
- Public Comments:
- SFPD's Chief Suhr said that 10 community members lost their lives in Visitation Valley in June due to gang violence. The violence prevention plan, "Interrupt, Predict and Organize" (IPO) was established and JPD plays a vital role in the prevention strategy. He said there were no homicides in August largely attributable to the work with the community and the fact that compliance checks were done with those most likely to offend. He commended JPD and JPC for probationer's overall success, however, 10% of offenders are very dangerous. Having PO's with SFPD helps them do their job better. PO's recognize probationers and SFPD will do everything they can to keep them safe.
- Armando Garcia, DPOA President, endorses Chief Siffermann's efforts for community safety. Mr. Garcia read the CBM letter regarding safety of PO's (see full CBM letter at: http://sfgov3.org/index.aspx?page=4135).
- COMM Chang asked ACPO Nance about realignment and why adults are now being referred back into the custody of JPD. ACPO Nance said that the state determined that they would no longer provide parole supervision for juveniles that are being released from state institutions. With the elimination of juvenile parole and the implementation of SB81, the responsibility is being transferred back to the state, JPD and the court that sentenced the youth. The age limit is 25 years of age.
  COMM Chang asked what is now different with gun control and youths for PO's. ACPO Nance said that the proliferation of weapons continues to grow and the level of disregard some of the offenders have is more significant than in prior years. JPD has been proactive in creating partnerships with other law enforcement agencies to monitor and hold high-risk offenders accountable.
  COMM Chang asked if any other alternatives have been considered into arming PO's to enhance their safety. ACPO Nance said that a decision has not yet been reached to arm PO's, however all options will be explored to minimize risking the lives of PO's.
  COMM Woodson asked if this process could be narrowly tailored to situations where PO's conduct searches. In addition, she asked if JPD could look at how guns are getting into the hands of these probationers, if feasible. ACPO Nance said that a study would require assistance from the State, however, they know that there are a lot of guns out there and they move around or serial numbers have been altered. In regards to options short of arming PO's, in preparation for the April report, JPD will explore what other probation departments are doing to allow JPD to keep officers safe.
  COMM Jones looks forward to seeing the analysis of what other cities are facing and would like to hear back on best practices.
  COMM Albright asked about the 10% high-risk offenders and how many of these juveniles are accounted for annually. In addition, she asked how many field officers are involved with the youths. ACPO Nance said there were currently 879 probationers and 50 PO's; 30 to 40 juveniles pose the most significant risk. COMM Albright asked if training the PO's, who will be armed, can be tailored to those dealing with high-risk offenders. In addition, she would like to include the community in discussions for them to have a clear understanding of this process. Chief Siffermann said that JPD is appreciative of any invitation they receive from any group and have already participated in Supervisor Avalos' district addressing public safety. He also added that SF is a unique situation because it is the only county with a stand-alone JPD.

COMM Wan asked exactly how many parolees will be coming back to SF; what unit will supervise them and how many staff members are in the unit. ACPO Nance said the number of parolees is six; two recently returned and are being supervised by the Serious Offenders' Unit. There are six officers in this unit. COMM Wan said it would be helpful to see data showing escalating street violence and firearm possession among juveniles. ACPO Nance said JPD will continue to track data and share it with the Commission and community.

COMM Wan expressed concerns about JPD's participation in the IPO violence prevention plan and felt that without proper training, she is hesitant to have JPD participate in this plan. Chief Siffermann said that JPD is not going to place their officers in the same degree of risk without completing the analysis. JPD will continue to meet and participate with peace officers to develop strategies that may not involve JPD. ACPO Nance added that PO's are already involved in the types of activities that IPO represents. It does not change the nature of their work, however, the IPO now provides a coordinated citywide effort so there is collaboration across law enforcement agencies.

- Public Comments:
- Nadia Sherif, Advocacy Coordinator, Center for Young Women's Development. As a formerly incarcerated woman, she is opposed to JPD's proposal to arm PO's. This would increase intimidation among detainees and create a further disconnect among youths and staff.
- April Drake, Community Organizer, Center for Young Women's Development. She feels it would be unsafe for PO's to carry weapons because it will intimidate youths.
- Rachel Jones, Community Organizer, Center for Young Women's Development. She is opposed to JPD's proposal for PO's to carry firearms and feels they will misuse them.
- Twila, Community Organizer, Center for Young Women's Development. She understands the safety aspect, but feels that tasers should be used instead of guns.
- Rosa Mara, Balboa High School student, opposes JPD's proposal to arm PO's because the community has access to firearms, not the youths, which is a bigger problem.
- Robin Bonner, Adult Supervisor, Center for Young Women's Development. She is opposed to JPD's proposal to arm PO's due to budget constraints. She does not want to see more guns on the street.
- Mia Shackleford, Chair of SF Youth Commission, is opposed to arming PO's because the relationship between youth and PO's should be one of guidance, not based on fear.
- Ramon Gomez, SF Youth Commission, is opposed to arming PO's because teens will get intimated.
- Angel Carrion, SF Youth Commission, opposes arming PO's. As a youth, he spent two consecutive years in maximum security and would not recommend arming a few PO's. He asked that JPD look for alternatives that do not require arming PO's. He also asked that JPD look into the outdoor recreation area for youths.
- Katina Castillo, Consultant to Probation Departments with W. Haywood Burns Institute, said that probation should be separate from law enforcement. She is opposed to this proposal and request more research without firearms.
- Joseph Silva, Safe Haven Coordinator at Precita Center, is opposed to arming PO's and feels this power could one day be abused. He would like to see studies proving that arming PO's will reduce violence.
- Dillon Martinez, Home Detention Case Worker, Mission Neighborhood Centers & Precita Violence Center, is opposed to arming PO's. It is not feasible. He does home and school visits and is not armed.
- Alfred Lam, Counselor at Juvenile Hall, feels that PO's should be armed if they have to go to certain neighborhoods. Certain PO's should be armed and undergo testing.
- COMM Beijen commented on the points made by the women from the Center for Young Women's Development. He said that it is a big leap in talking to someone to employing

lethal force. In their April report, JPD will be considering concurrently training PO's, who might or might not be armed, with critical incident response training and with a less lethal force option.
- No further comments.

4. Public comments.
   - Fred Nelson, Counselor at YGC, discussed safety at YGC. He said that it lacks basic safety equipment and staff training. A lot of the equipment needs to be replaced. In addition, pepper spray is needed.
   - Joe Tanner, Counselor at YGC, said that he was recently injured breaking up a fight at YGC. They need safety equipment and training. He was mandated to have CPR training, but has not yet received it.
   - Greg Foote, Counselor at YCG, said that mace is also needed and discussed the lack-of budget. He is passionate about his job and compassionate toward the youths.
   - Justini, Counselor at YGC, said that management refuses to listen to the counselors and address their safety and security concerns. She is asking the Commission to assist with this matter. If PO's can carry guns, counselors should be able to carry pepper spray.
   - Carl Sullivan, Counselor at YGC, stated that they work inside the institution to maintain safety and security. The injury rate has risen from 30% to 51% since 2009 and would like administration to address this issue to reduce worker's compensation claims. They deal with the same violent gang members as the PO's and pepper spray is needed.
   - Maria Gyen, Executive Committee for SF Labor Council, advocates health and safety for workers and supports YGC counselors in their fight for safer working conditions and better living conditions for youths. There should be no training gaps; and proper working equipment and workplace supplies should be provided. Repeated requests for these items should not go unanswered.
   - Mike Rampley, Senior Group Counselor (retired), Red Bluff, CA, said the culture of today's youths has changed. They are more volatile and a lot of kids are on medications. Kids need to feel safe and confident that the staff can control the situation.
   - Larry Bradshaw, VP of Local 1021. Training is provided citywide and should be provided for counselors at YGC. A safety audit was conducted and little was done to address these concerns (see Forensic Audit Report, under Supporting Documents at: http://sfgov3.org/index.aspx?page=4135). If these problems cannot be fixed with Senior Staff, they will present an alternative budget to the Board of Supervisors that includes basic safety equipment and training.
   - Rebecca King-Morrow, DPH Nurse and Local 1021 member, said that workplace violence occurs when there is not proper equipment. It is not acceptable that these counselors do not have proper equipment and training. This needs to be fixed.
   - Elizabeth Alexander, Political Action Chair, Local 1021, said that workplace violence is on the rise due to budget cuts and changing priorities. Proper training and equipment is needed. She wants JPD to resolve these issues, but plans on seeking help with other organizations.
   - Alfred Lam, YGC Counselor, said that co-workers have been injured on the job and this has caused the city money. He suggests getting pepper spray to prevent further injuries.
   - Karen Jobar, Local 1021 member, said that when the clinic is not staffed properly, patients and staff are not cared for. Youths are suffering in high rates from asthma and seizures. Staff is not learning CPR, not being trained, or do not have adequate staffing.
   - Gus Feldman, Local 1021 member, stressed personal safety for counselors. He said that adequate training is needed and that it was unacceptable for anyone to go to work fearful for their safety. He urged the Commission to ensure JPD was in compliance with best standard practices for training and that counselors receive necessary equipment.

- Michael Tong, Local 1021 member, discussed safety issues at YGC. He said pepper spray and training should be provided and thought OSHA issues were possibly being violated with the number of injuries and worker's compensation claims filed.
- Ed Kinshley, Local 1021 member (retired), said that JPD has not hired full-time staff for a long time. As-needed workers are being hired instead and are not receiving proper training. Policy states that they will never be left alone in a room with detainees, but it happens every day. As-needed workers will not speak up for fear of not being called back. Policies need to be enforced and the staff needs training.
- Annie Singh, Local 1021 member and Investigative Unit at Human Services Agency, she discussed safety issues at work and has been threatened at work.
- David Canham, Acting Director, Local 1021, said that management needs to address the issues stated tonight. They met with Sheriff Mirkarimi and he said he would provide training at no cost. He just needs to be asked. He hopes JPC will become allies in this fight, but will use all union resources available to be sure these employees are heard.
- Chief Siffermann thanked JPD members who came to listen to the comments from the department and the public: Senior Counselor, Luis Recinos; Senior Counselor, John Zerbe; Deputy PO, Tony Hurley; Senior Counselor, Jose Alardo; PO, Ernest Logoleo; Supervisor, Fred Collier; Deputy PO, Bobby Uppall; JJC Chair, Todd Lloyd; JJC Director, Toni Powell; Senior Counselor, Vince Tong; Director of Probation Services, Sarah Schumann; Director of Administration, Allison Magee; Assistant Chief Probation Officer, Allen Nance; and Serious Offender Unit Supervisor, Mike Johnson.
- No further public comments.

5. Report to the Commission (DISCUSSION ONLY)

a. Chief's Report

b. Committee Reports

6. Future Agenda Items (ACTION ITEM)

Announcements:

- COMM Chang said the elections for Commission President and Vice President will be held at the February Full Commission meeting.
- COMM Wan would like to have the item "Safety and Training in Juvenile Hall" on the February agenda.

7. Adjournment (ACTION ITEM)

- The meeting adjourned at 7:49 p.m.

DRAFT

February 13, 2013

Full Commission - February 13, 2013
CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, February 13, 2013
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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1. Roll call

2. Public Comment

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3. Review and Approval of the Full Commission Meeting Minutes of January 9, 2013 (ACTION ITEM)

4. Report to the Commission (DISCUSSION ONLY)

a. Chief's Report

- JPD's Response to Issues Raised by SEIU at the 01-09-13 Juvenile Probation Full Commission Meeting
- FY13-14 and FY14-15 Budget Presentation by Allison Magee and Catherine McGuire

b. Committee Reports

5. Review and Approval of JPD's Budget (DISCUSSION AND ACTION ITEM)

6. Review of the Full Commission Letter Recommending JPD's Budget to the Mayor's Office (DISCUSSION ONLY)

7. Election of Commission President and Vice President (DISCUSSION AND ACTION ITEM)

8. Future Agenda Items (ACTION ITEM)

Announcements

9. Adjournment (ACTION ITEM)

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FULL COMMISSION MEETING MINUTES

City and County of San Francisco
Juvenile Probation Commission
February 13, 2013 at 5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102

Full Commission Members:
Katharine Albright
Joseph Arellano
Dirk Beijen (Vice President)
Julian Chang (President)
Susan Jones
Sarah Wan
Rebecca Woodson

Present:
Katharine Albright; Joseph Arellano; Dirk Beijen; Julian Chang; Susan Jones; and Sarah Wan
Absent: Rebecca Woodson (excused)
Quorum present? Yes

Others Present:
Chief Probation Officer: William Siffermann; Assistant Chief Probation Officer: Allen Nance;
Deputy Director: Allison Magee; Finance Director: Catherine McGuire;
Juvenile Hall Director: Toni Powell

Proceedings:

1. Meeting called to order at 5:40 p.m. by Julian Chang, President.

2. Public comments:
   Greg Foote, Counselor at Juvenile Hall, expressed concerns about shift bidding.
   -No further public comments.

3. Meeting minutes of 01-09-13 approved.
   -AYES: Albright; Arellano, Beijen; Chang; Jones; and Wan (6 Yes/0 No)
   -No public comments.

   (Items Taken Out of Agenda Order)
4. COMM Beijen was elected President.
   -AYES: Albright; Arellano, Beijen; Chang; Jones; and Wan (6 Yes/0 No)
   COMM Wan was elected Vice President.
   -AYES: Albright; Arellano, Beijen; Chang; Jones; and Wan (6 Yes/0 No)

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5. Reports to the Commission:
   5a. Chief's Report:
   -JPD responded to two safety issues addressed at the January 9, 2013 Full Commission meeting: facility conditions; and equipment and training.
   -The bargaining unit and management addressed the dated central control panel. An estimated $60,000, short-term fix, was provided to upgrade panel. An analysis was done and it might need to be replaced.
   -More emergency keys have been issued to access the control room for staff safety.
   -The budget for the installation of cameras was approved to increase safety and security for staff and youth. An analysis has been done on where cameras would be placed.
   -The equipment problem has been corrected: more radios, batteries, duty belts, handcuffs, keys and radio holders have been ordered. Discussions with Local 1021 have been held regarding required staff distribution.
   -Uniforms have been ordered for staff and a written policy will be issued. The costs for the uniforms will be included in the existing budget.
   -Important practical and policy issues need to be considered regarding the use of pepper spray. JPD will look into what other counties are providing; inspect and review any information presented on industry standards for this practice..
   -The staff training curriculum is available for counselors, including the number of CPR courses that have been offered. Two classes were offered last year regarding managing assault and behavior through the Sheriff's Office and two more classes will be scheduled in the near future. A collaborative curriculum has been designed to increase self defense opportunities or managing assault and behavior, and the staffs' understanding of adolescent behavior, mental illness, trauma and evidence based practices. Conflicting schedules due to leaves have precluded staff from taking these mandatory classes.
   -JPD, labor management and staff have met to improve these issues.
   -Public Comments:
   Carl Sullivan, Juvenile Hall Counselor, stated that staff cannot take trainings if there is not permanent and trained staff to cover shifts. They must go to work and skip trainings.
   Greg Foote, Juvenile Hall Counselor, stated that permanent staffing has been an on-going issue and it needs to be included in the budget.
   -No further public comments.

   -JPD's FY2013-14 & FY2014-15 Budget Presentation was provided by Catherine McGuire.
   -The following was discussed: overview of the city's financial projections; the Mayor's Office requests for department budget reductions and JPD's response; comparison of current year budget with next year's base budget; and a summary after the budget is submitted. See supporting document at: http://sfgov3.org/index.aspx?page=4227.
   -JPD included the outdoor recreation improvement in the 10-year capital plan, however, the Capital Planning Committee deferred that specific improvement. Maintenance was competing for these funds and Capital Planning Committee makes the decision.
   -With the additional two positions and/or backfill positions, JPD hopes to alleviate some of the training issues.
   -JPD is in statutory compliance with staffing levels.
   -The budget focused on facility repairs and maintenance.
   -The process of determining priorities starts with health and safety. Priorities are ranked and the Capital Planning Committee decides which projects will be funded. The Capital Planning Committee meets everyone Monday at noon.
   -The budget will be submitted to the Mayor's Office on February 21, 2013.
   -No public comments.

-The Camp Mather Team Outdoor Experience is now in the planning stages and the event will take place on August 22nd through August 25th. Assistant Chief Nance is JPD's leader in organizing this event and will keep the Commission informed on its progress.
-The Commission feels that this is one of the signature best practices in SF.
-No public comments.

5b. Committee Reports:
-The Finance Committee met on February 5, 2013 and heard JPD's budget presentation.
-The Committee felt that two letters should be drafted: the Mayor's letter in support of JPD's budget and the Capital Planning Committee letter in support of deferred maintenance.
-No public comments.

6. JPD's budget was approved.
-AYES: Arellano, Beijen; Chang; Jones; and Wan (5 Yes/0 No)

7. The Finance Committee will draft two letters: the Mayor's Office letter in support of JPD's budget and one to the Capital Planning Committee in support of additional funding for deferred maintenance and the outdoor recreation yard.

8. The draft letters to the Mayor's Office and Capital Planning Committee will be on the March 13th or April 10th Full Commission meeting agenda.
-No public comments.

9. Meeting adjourned at 6:55 p.m.

DRAFT

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, March 13, 2013
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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1. Roll call

2. Public Comment

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3. Review and Approval of the Full Commission Meeting Minutes of February 13, 2013 (ACTION ITEM)

4. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - Department Operations Updates

5. Committee Reports

6. Review and Approval of the Full Commission Letter Recommending JPD's Budget to the Mayor's Office (DISCUSSION AND ACTION ITEM)

7. President's Report

   a. Letter to the Board of Supervisors Neighborhood and Safety Committee

   b. Commission Appointments

8. Future Agenda Items (ACTION ITEM)

   Announcements

9. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, March 13, 2013
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Commissioners
Dirk J. Beijen, President
Sarah Ching Ting Wan, Vice President
Katharine Albright
Joseph Arellano
Julian Chang
Susan Jones
Rebecca Woodson

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Meeting Minutes

Proceedings:

1. Roll Call:
   President Beijen called the meeting to order at 5:43 p.m.
   Present: Katharine Albright; Dirk Beijen; Julian Chang; Susan Jones; and Rebecca Woodson.
   Joseph Arellano arrived at 5:49 p.m.
   Excused: Sarah Wan
   Quorum present? Yes

   Others Present:
   Chief Probation Officer: William Siffermann; Assistant Chief Probation Officer: Allen Nance;
   Deputy Director: Allison Magee; Finance Director: Catherine McGuire

2. No Public comments.

3. Approval of Full Commission Meeting Minutes of February 13, 2013.
   -No public comments.
   Motion to approve the Full Commission meeting minutes of February 13, 2013:
   -AYES: Albright; Beijen; Chang; Jones; and Woodson.

4. Chief's Report:
   - JJC census is at 73 today; bed space/capacity is at 50%.
   - JPD negotiated that their Peace Officers will continue to be allowed to protect the public in emergency situations that might occur on BART.
   - Mayor Lee and members of his office inspected Hidden Valley Ranch and found that the LCR youths did an impressive job improving the site and showed pride in their work.
   - Judges Briell and Bolanos have been newly assigned to the Court. Judge Charlotte Wollard, a new supervising judge, is in charge of Unified Family Court. JPD updated the judges on their procedures and will be providing program support.
   -JPD representatives, as well as Judge Bolanos, will attend the Annie Casey Foundation conference, a national juvenile detention conference held in Atlanta in April, and will present on the Juvenile Detention Alternative Initiative.
   -JPD will present at the Neighborhood Safety and Services Committee meeting scheduled in May. This presentation will be similar to the one presented to the Commission two months ago. JPD is also preparing to present on policies and practices in neighboring counties and how they deal with repeat violent offenders at the April Full Commission, however, this meeting might take place in May due to other meetings occurring at the same time on this topic. JPD met with Supervisors Avalos, Breed, Campos, Cohen and Yee regarding the safety of JPD's field operations in dealing with repeat violent offenders; and will also meet with Supervisor Mar to discuss this issue.
   Commissioner Beijen suggested having JPD present, on a limited scope, the policies and practices in neighboring counties and how they deal with repeat violent offenders at the April Full Commission meeting.
   -No public comments.

5. Committee Reports:
   - The Finance Committee drafted the letter recommending JPD's budget to the Mayor's Office. This item was further addressed in Item 6.
   -No public comments.

6. Approval of the Full Commission Letter recommending JPD's budget to the Mayor's Office.
   -Commissioner Arellano informed the Commission that the Finance Committee met and captured what the Full Commission would want to relay to the Mayor's Office. The letter addressed JPD's deferred maintenance and strengthening JPD's capital infrastructure.
   Commissioner Albright added that it was insightful to have staff available to talk about the specific issues, specifically the water treatment and road maintenance at LCR.
   Commissioner Chang asked for the specific amount of increased funds requested and Ms. Magee confirmed that it was $160,000.
   Commissioner Jones had one correction to the letter in paragraph two, first sentence. It should now read "...trying to accommodate certain economic times."
   -No public comments.
   Motion to approve the Full Commission letter recommending JPD's budget to the Mayor's Office, as amended:
   -AYES: Albright, Arellano, Beijen; Chang; Jones; and Woodson

7. President's Report:
   - The letter to the Board of Supervisors' Neighborhood Services and Safety Committee notified the Committee that the Juvenile Probation Commission is addressing the Probation Officer safety, that this topic had been brought to the Commission's attention by Chief Siffermann, and that the Commission is taking deliberate actions in addressing these needs.

   - Commission Appointments
   Commissioners Arellano (Chair) and Wan were reappointed to the Finance Committee.
   Commissioners Woodson (Chair), Chang and Jones were appointed to the Programs Committee.
   The Ad Hoc Committees were disbanded.
   Commissioner Wan will represent the Commission at the Juvenile Justice Coordinating Council meetings.

8. Future Agenda Items.
   -No public comments.
   Commissioner Albright thanked JPD, Chief Siffermann, and Assistant Chief Nance for their work and progress during the time she has been on the Commission and expressed her gratitude. Commissioner Albright also thanked the Commission Secretary.
   Public Comments:
   Assistant Chief Nance thanked Commissioner Albright for her dedication and commitment to the Commission and said that she will be greatly missed.

9. President Beijen adjourned the meeting at 6:12 p.m.

DRAFT

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, April 10, 2013
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

2:00 p.m. msf
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1. Roll call

2. Public Comment

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction that does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. Review and Approval of the Full Commission Meeting Minutes of March 13, 2013 (ACTION ITEM)

4. Welcoming new Commissioner Annie Wong (DISCUSSION ONLY)

5. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - Update on the policies and practices in neighboring counties and how they deal with repeat violent offenders

6. Committee Reports

7. President's Report

   a. Commission Appointments

8. Future Agenda Items (ACTION ITEM)

   Announcements

9. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, April 10, 2013
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Commissioners
Dirk J. Beijen, President
Sarah Ching Ting Wan, Vice President
Joseph Arellano
Julian Chang
Susan Jones
Annie Wong
Rebecca Woodson

Meeting Minutes

Proceedings:

1. Roll Call:
   President Beijen called the meeting to order at 5:30 p.m.
   Present: Dirk Beijen; Joseph Arellano; Julian Chang; Susan Jones and Annie Wong.
   Rebecca Woodson arrived at 5:48 p.m.
   Excused: Sarah Wan

   Others Present:
   Chief Probation Officer: William Siffermann;
   Assistant Chief Probation Officer: Allan Nance;
   Probation Officers: Ernest Logoleo and Fred Collier

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2. No Public Comments.

3. Approval of the Full Commission Meeting Minutes of March 13, 2013.
   Motion to approve the Full Commission meeting minutes of March 13, 2013:
   -AYES: Arellano, Beijen; Chang; Jones; and Wong.
   -No public comments.

4. Welcoming New Commissioner Annie Wong (DISCUSSION ONLY)
   Commissioner Wong thanked the Commission for the warm welcome and hopes to make a positive contribution.
   -No public comments.

5. Chief's Report:
   - The month of April is Child Abuse Awareness and JPD showed their commitment by wearing SF Child Abuse Prevention Center pins. Chief Siffermann noted the Department's daily recognition of the distinct ties that child abuse has to delinquency as seen when working with youth and their families.
   - Chief Siffermann discussed the changing landscape and climate of JPD's work associated with preserving public safety. JPD's main concern is the elimination of state administered juvenile parole, the expansion of extended foster care benefit coverage to individuals up to the age of 21, escalating street violence and the proliferation of firearm possession among juveniles (see full CPO presentation at: http://sfgov3.org/index.aspx?page=4135).
   -Assistant Chief Probation Officer, Allen Nance, presented on the Community Supervision Practices for High Risk Juvenile Probationers which covered the review of SFJPD case processing and supervision practices; highlighted local Bay Area counties practices in the supervision of High Risk offenders; examined national trends and best practices in probation supervision; and reviewed state and national arming trends within Probation Departments (see full power point presentation at: http://sfgov3.org/index.aspx?page=4135).
   -Chief Siffermann concluded that JPD will continue to develop the proposed model, Juvenile Probationer Intensive Compliance (JPIC) Task Force, to balance safety needs of probation officers performing high risk peace officer functions. Details of this model will take three to six months and Chief Siffermann will report to the Commission prior to any implementation.
   Commissioner Chang felt that this model was more a change in operations than in policy. Commissioner Jones asked if arming PO's would serve as a deterrent for escalating violence and if this was the basis for a safer situation, however, supporting data was not available. In addition, she asked if there is any opposition to PO's being armed. Chief Siffermann expressed that they are scheduled to meet with the BOS' Neighborhood Services and Safety Committee on May 2nd to discuss this issue and expect community representatives present to express their concerns.
   Commissioner Arellano asked if the presence of SFPD on these high-risk visits would escalate situations for PO's as they do their jobs. Chief Siffermann stated that based on reports and conversations with SFPD, it has been a long-standing positive working relationship.
   President Beijen commented that he found it very significant that the two PO's involved in the high-risk situation last September were present tonight. Their lives were threatened, they could not respond effectively, and their lives must have been impacted. He also noted that it is commendable that those same juvenile probation officers continue to place themselves in jeopardy over and over as they continue to perform their duties.
   -No public comments.

6. Committee Reports: None.

7. President's Report: Committee Appointments:
   Commissioner Chang was appointed to the Finance Committee.
   Commissioner Wong was appointed to the Programs Committee.

8. Future Agenda Items:
   - President Beijen asked the Commission to suggest future off-site meeting locations at the next Full Commission meeting.
   -No public comments.

9. President Beijen adjourned the meeting at 7:00 p.m.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

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Regular Meeting Agenda
Wednesday, May 8, 2013
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

1. Roll call

2. Public Comment

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction that does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. Review and Approval of the Full Commission Meeting Minutes of April 10, 2013 (ACTION ITEM)

4. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - Report on JPD's appearance before the Board of Supervisors' Neighborhood Services and Safety Committee 5/2/13 Hearing

5. President's Report

6. Committee Reports

7. Future Agenda Items (ACTION ITEM)

   Announcements

   - Suggestions for future Juvenile Probation Commission meetings in the community

8. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, May 8, 2013
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Commissioners
Dirk J. Beijen, President
Sarah Ching Ting Wan, Vice President
Joseph Arellano
Julian Chang
Susan Jones
Annie Wong
Rebecca Woodson

Meeting Minutes

Proceedings:

1. Roll Call:
   President Beijen called the meeting to order at 5:31 p.m.
   Present: Dirk Beijen; Joseph Arellano; Julian Chang; Susan Jones, Sarah Wan and Annie Wong. Rebecca Woodson arrived at 5:33 p.m.

   Others Present:
   Chief Probation Officer: William Siffermann;
   Assistant Chief Probation Officer: Allan Nance.

2. No Public Comments.

3. Approval of the Full Commission Meeting Minutes of April 10, 2013.
   Motion to approve the Full Commission meeting minutes of April 10, 2013:
   -AYES: Arellano, Beijen; Chang; Jones; Wan and Wong.
   -No public comments.

4. Chief's Report:
   - Chief Siffermann and Assistant Chief Nance reported on JPD's appearance before the Board of Supervisors' Neighborhood Services and Safety Committee Hearing on May 2, 2013 (see full CPO presentation and ACPO power point presentation provided at the May 2nd meeting: http://sfgov3.org/index.aspx?page=4135). Chief Siffermann encouraged the Commission to view the televised hearing. JPD has an obligation to staff safety and will continue to research the proposal. Although the plan is not ready to be implemented,

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close attention will be placed upon this decision.
Commissioner Chang asked if there was discussion regarding pending legislation that would mandate Probation Officers assigned to high-risk case loads to be armed. Assistant Chief Nance said that the Committee requested more data.
Commissioner Wan asked if the model will not be included in the budget for the next two fiscal years. Chief Siffermann and Assistant Chief Nance agreed. Commissioner Wan also asked if there was any contingency to ensure the safety of the current Probation Officers dealing with high-risk offenders. Chief Siffermann said the SFPD have increased their assistance and added members to go out with the Probation Officer's.
Commissioner Wong asked how many Probation Officers are in the department and asked how many would be armed. Chief Siffermann said there are 45 Probations Officers and four Probation Officers dealing with high-risk offenders, 10% of the population, would be armed.
-No public comments.

5. Committee Reports:
   -None.

6. President's Report:
   President Beijen gave a synopsis on the May 2nd Neighborhood Services and Safety Committee hearing.
   -No public comments.

7. Future Agenda Items:
   Regarding future off-site meeting locations:
   President Beijen suggested CARC; Commissioner Chang will explore District 4, the Community Room at Taraval Police Station, and District 8; Commissioner Jones will explore the Western Addition and District 7.
   Commissioner Jones would like to hear more on Camp Mather Teen Outdoor Experience.
   -No public comments.

8. President Beijen adjourned the meeting at 6:14 p.m.

DRAFT

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, June 12, 2013
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

1. Roll call

2. Public Comment

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3. Review and Approval of the Full Commission Meeting Minutes of May 8, 2013 (ACTION ITEM)

4. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - Update on Programs, Services and Staffing

5. President's Report

6. Committee Reports

7. Future Agenda Items (ACTION ITEM)

   Announcements

   - Location of future meetings to be held in the community (DISCUSSION AND POSSIBLE ACTION ITEM)

8. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, June 12, 2013
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Commissioners
Dirk J. Beijen, President
Sarah Ching Ting Wan, Vice President
Joseph Arellano
Julian Chang
Susan Jones
Annie Wong
Rebecca Woodson

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Meeting Minutes

Proceedings:

1. Roll Call:
   President Beijen called the meeting to order at 5:32 p.m.
   Present: Joseph Arellano; Dirk Beijen; Julian Chang; Sarah Wan; Annie Wong; and Rebecca Woodson. Julian Chang arrived at 5:35 p.m.
   Susan Jones was excused.

   Others Present:
   Chief Probation Officer: William Siffermann;
   Assistant Chief Probation Officer: Allen Nance.

2. Public Comments:
   Angel Carrion, Youth Commission, expressed his opposition to Probation Officers carrying fire arms (see Youth Commission Memo at http://sfgov3.org/index.aspx?page=4135).
   Ramon Gomez, Youth Commission, expressed his opposition to arming Probation Officers.

3. Approval of the Full Commission Meeting Minutes of May 8, 2013.
   Motion to approve the Full Commission meeting minutes of May 8, 2013:
   -AYES: Arellano; Beijen; Chang; Wan; Wong; and Woodson. Minutes approved.
   -No public comments.

4. Chief's Report:
-With a heavy heart, Chief Siffermann announced his retirement effective August 3, 2013, and addressed his May 25, 2005 "To Do" list which were items achieved during his eight-year tenure (see CPO's report and CPO's resignation letter at http://sfgov3.org/index.aspx?page=4135).
President Beijen thanked Chief Siffermann for his service and expressed that he accomplished his items noted on his 2005 list. President Beijen congratulated him on his upcoming retirement and wishes him all the best.
Commissioner Chang noted the "To Do" list is the hallmark of Chief Siffermann's administration. Commissioner Chang thanked him for all he has done and said that he will be missed.
Commissioner Arellano stated that it was always a pleasure to work with Chief Siffermann and that he has done an incredible job with the department. He wishes him all the best.
Commissioner Wong congratulated Chief Siffermann and said that he was going to thoroughly enjoy retirement.
Commissioner Wan said that Chief Siffermann was dedicated and was always willing to reach out to the community. Commissioner Wan said that he will really be missed and wishes him a happy retirement.
Commissioner Woodson echoed the sentiments of the other Commissioners. She congratulated the Chief on his retirement and is very happy for him. His collaborative spirit is one of the hallmarks as Chief Probation Officer and he will be greatly missed.
-Public comments.
Unidentified Individual: She thanked Chief Siffermann for his service. She said it has been wonderful working with him and he has always been responsive to the Youth Commission.
Angel Carrion, Youth Commission, thanked Chief Siffermann for everything. He wishes Chief Siffermann well and hopes he enjoys his retirement.
Paul, Youth Commission, wishes Chief Siffermann farewell and appreciates his responsiveness to the Youth Commission.
Nicholas, Youth Commission, appreciated Chief Siffermann coming to Youth Commission and BOS' meetings, and said Chief Siffermann was always there regardless of the situation.
Christine, Youth Commission, thanked Chief Siffermann for always being a great support and resource for the Youth Commission.
Phiny Chung, Youth Commission, wished Chief Siffermann a happy retirement and thanked him for his professionalism.
Adele, Youth Commission, thanked Chief Siffermann for being a department leader and said his accomplishments are numerous.
Denise Coleman, CARC, thanked Chief Siffermann for his service, CARC guidance, and for always including the community in all major decisions affecting kids in the community. She said it was always appreciated.
Allen Nance, Assistant Chief Probation Officer, said that he has benefited from Chief Siffermann's leadership, vision, and values; all of which have contributed to the department being the premier probation department in California. Chief Siffermann is truly invested in the youths of SF and is a strong supporter of public safety. He hopes Chief Siffermann has a long and prosperous future.
Chief Siffermann thanked everyone for their kind comments.
-No further public comments.

5. President's Report:
-President Beijen attended and briefly discussed the Court and County School's commencement ceremony and Life Learning Academy graduation ceremony on May 28, 2013. President Beijen also attended the badge ceremony at Log Cabin Ranch on June 4, 2013.

6. Committee Reports:
   -Commissioner Woodson said that the Programs Committee will meet on June 25, 2013 at Log Cabin Ranch and will update the Commission at the July meeting.
   -No public comments.

7. Future Agenda Items:
   -President Beijen requested a Special Meeting (closed-session) for the Commission to consider Chief Probation Officer nominees to forward to the Mayor for his consideration. The meeting will be scheduled on June 27, 2013.
   -President Beijen suggested an agenda item for the July 10, 2013 Full Commission meeting: a Special Commission Commendation for Chief Siffermann.
   -President Beijen said that the July 10, 2013 Full Commission meeting will be held at Community Assessment and Referral Center (CARC).
   -No public comments.

8. President Beijen adjourned the meeting at 6:14 p.m.

DRAFT

For more information, contact the Commission Secretary at 415-753-7870 or visit:
Juvenile Probation Commission: http://sfgov3.org/index.aspx?page=542
Juvenile Probation Commission Meeting Information: http://sfgov3.org/index.aspx?page=578
Juvenile Probation Commission Meeting Audio Archive: http://sfgov3.org/index.aspx?page=2888

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION SPECIAL MEETING

Special Meeting Agenda
Thursday, June 27, 2013
4:15 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

06-21-13P12:10 RCVD

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(CLOSED SESSION)

1. Roll call

2. Public Comment on all matters pertaining to Closed Session

3. Vote on whether to hold Closed Session pursuant to San Francisco Administrative Code Section 67.10 (ACTION ITEM)

4. Closed Session
Pursuant to Government Code section 54957(b) and San Francisco Administrative Code section 67.10(b):
PERSONNEL EXCEPTION: Public Employee appointment: Nomination of applicant(s) for Chief Juvenile Probation Officer (DISCUSSION AND POSSIBLE ACTION ITEM)

5. Vote to elect whether to disclose any or all discussion held in closed session pursuant to Administrative Code section 67.12(a) (ACTION ITEM)

6. Possible report on action taken in Closed Session pursuant to Government Code section 54957.1 and San Francisco Administrative Code section 67.12(b)(4) (REPORT)

7. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Special Meeting Minutes
Thursday, June 27, 2013
4:15 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Commissioners
Dirk J. Beijen, President
Sarah Ching Ting Wan, Vice President
Joseph Arellano
Julian Chang
Susan Jones
Annie Wong
Rebecca Woodson

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Meeting Minutes

Proceedings:

1. Roll Call:
   President Beijen called the meeting to order at 4:17 p.m.
   Present: Joseph Arellano; Dirk Beijen; Julian Chang; Susan Jones; Annie Wong; and Rebecca Woodson. Sarah Wan arrived at 4:18 p.m.

   Also Present:
   Chief Probation Officer: William Siffermann.

2. Public Comments on all matters pertaining to Closed Session:
   Denise Coleman, CARC, advocated that Assistant Chief Allen Nance be submitted as a nominee to the Mayor to replace Chief Siffermann as Chief Probation Officer.

3. Vote on whether to hold Closed Session pursuant to San Francisco Administrative Code Section 67.10 (ACTION ITEM)
   -Motion to hold Closed Session pursuant to San Francisco Administrative Code Section 67.10.
   -AYES: Arellano; Beijen; Chang; Jones; Wan; Wong; and Woodson.

4. Closed Session
   Pursuant to Government Code section 54957(b) and San Francisco Administrative Code section 67.10(b):
   PERSONNEL EXCEPTION: Public Employee appointment: Nomination of applicant(s) for Chief Juvenile Probation Officer (DISCUSSION AND POSSIBLE ACTION ITEM)

5. Vote to elect whether to disclose any or all discussion held in closed session pursuant to Administrative Code section 67.12(a) (ACTION ITEM)
   -The meeting was called back to order at 4:45 p.m.
   -Motion to disclose that the Commission discussed the possibility of nominating a person for Chief Probation Officer and unanimously agreed upon a single candidate who will be submitted to the Mayor for his consideration.
   -AYES: Arellano; Beijen; Chang; Jones; Wan; Wong; and Woodson.
   -No public comments.

6. Possible report on action taken in Closed Session pursuant to Government Code section 54957.1 and San Francisco Administrative Code section 67.12(b)(4) (REPORT)
   -With the approval of the Commission, President Beijen will prepare a confidential letter to be submitted to the Mayor notifying him of the nomination.
   -No public comments.

7. President Beijen adjourned the meeting at 4:47 p.m.

DRAFT

For more information, contact the Commission Secretary at 415-753-7870 or visit:
Juvenile Probation Commission: http://sfgov3.org/index.aspx?page=542
Juvenile Probation Commission Meeting Information: http://sfgov3.org/index.aspx?page=578
Juvenile Probation Commission Meeting Audio Archive: http://sfgov3.org/index.aspx?page=2888

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, July 10, 2013
5:30 p.m.
Huckleberry Community Assessment and Resource (CARC)
44 Gough Street, Suite 104, Conference Room
San Francisco, CA 94103

1. Roll call

2. Public Comment

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction that does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. Review and Approval of the Full Commission Meeting Minutes of June 12, 2013 (ACTION ITEM)

4. Nomination of Commission's Certificate of Recognition for William P. Siffermann, Chief Probation Officer, Juvenile Probation Department (DISCUSSION AND ACTION ITEM)

5. Update on SF Civil Grand Jury Issues Report on Log Cabin Ranch: Planning for the Future by Commissioner Woodson (DISCUSSION ONLY)

6. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

7. President's Report

8. Committee Reports

9. Update and Tour of Huckleberry Community Assessment and Referral Center (CARC) by Denise Coleman, Director of Juvenile Justice Programs (DISCUSSION ONLY)

10. Future Agenda Items (ACTION ITEM)

    Announcements

11. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, July 10, 2013
5:30 p.m.
Huckleberry Community Assessment and Resource (CARC)
44 Gough Street, Suite 104, Conference Room
San Francisco, CA 94103

Commissioners
Dirk J. Beijen, President
Sarah Ching Ting Wan, Vice President
Joseph Arellano
Julian Chang
Susan Jones
Annie Wong
Rebecca Woodson

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Meeting Minutes

Proceedings:

1. Roll Call:
   President Beijen called the meeting to order at 5:36 p.m.
   Present: Dirk Beijen; Julian Chang, Suzy Jones; Annie Wong; and Rebecca Woodson.
   Excused: Joseph Arellano and Sarah Wan.

   Others Present: Dan Prince, Director, LCR; Denise Coleman, Director of Juvenile Justice Programs, Huckleberry CARC; Bruce Fisher, Executive Director, Huckleberry CARC; Stacy Sciortino, Program Director, Huckleberry CARC; and Bill Smith, Probation Officer.

2. No Public Comments.

3. Approval of the Full Commission Meeting Minutes of June 12, 2013 (ACTION ITEM).
   Motion to approve the Full Commission meeting minutes of June 12, 2013:
   AYES: Beijen; Chang; Jones; Wong; and Woodson. Minutes approved.
   No public comments.

4. Nomination of Commission's Certificate of Recognition for William P. Siffermann, Chief Probation Officer, Juvenile Probation Department (DISCUSSION AND ACTION ITEM).
   Motion to approve Certificate of Recognition for William P. Siffermann:
   Ayes: Beijen; Chang; Jones; Wong; Woodson. Certificate approved.
   No public comments.

5. Update on SF Civil Grand Jury Issues Report on Log Cabin Ranch: Planning for the Future by Commissioner Woodson (DISCUSSION ONLY)
The Civil Grand Jury's report reflected a positive light on LCR and discussed how services can be changed to better serve the youth. The press release summarizes the report and recommends that the Mayor and Board of Supervisors "investigate and implement ways to make the ranch the obvious choice for commitment for SF youthful offenders." (See Press Release and full Report under supporting documents at http://sfgov3.org/index.aspx?page=4100).
Mr. Prince said the Department is preparing a response to the Civil Grand Jury's findings and recommendations, which is due August 28th.
Public Comments:
Mr. Smith suggested a certified culinary program at LCR.

6. Chief's Report: None.

7. President's Report: None.

8. Committee Reports:
Commissioner Woodson reported that the Programs Committee met on June 25th at LCR and received a warm welcome by the Department and an LCR youth. Assistant Chief Nance has made efforts to make the facility more like a home and less of an institution. The grounds were well maintained by the youths and the garden showed pride of the facility. Some areas had room for improvement, in particular, the administration building deck. The youths seemed very engaged in the hands-on projects, such as the flower boxes to be placed at JPD, and the work being done in the family area.
COMM Wong agreed that the hands-on projects really reflected the pride of the youths.
COMM Jones added that there was an overall sense of pride among the youths, from their class work to the actual hands-on work.
Mr. Prince said that DPW is in the planning stages to renovate the showers/bathrooms. In addition, the Missouri Model still emphasizes group responsibility, positive peer culture, nightly problem solving groups and anger management groups.
No public comments.

9. Update and Tour of Huckleberry Community Assessment and Referral Center (CARC) by Denise Coleman, Director of Juvenile Justice Programs (DISCUSSION ONLY).
Ms. Coleman, Ms. Sciortino and Mr. Fisher provided a Huckleberry CARC update (See Huckleberry CARC Programs sheet under supporting documents at http://sfgov3.org/index.aspx?page=4100) and the Commission toured the facility.
In addition, Ms. Coleman will be providing the Commission with quarterly updates.
No public comments.

10. Future Agenda Items.
Mr. Prince will update the Commission on the Department's draft responses to the Civil Grand Jury's report and provide an LCR update at the August 14th Full Commission meeting.
President Beijen asked the Commission for off-site meeting location suggestions for the September Full Commission meeting.
No public comments.

11. President Beijen adjourned the meeting at 7:05 p.m.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

13 AM 10:15 RCVD

Regular Meeting Agenda
Wednesday, August 14, 2013
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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1. Roll call

2. Public Comment

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3. Review and Approval of the Full Commission Meeting Minutes of July 10, 2013 (ACTION ITEM)

4. Report, by President Beijen, on the action taken in closed session at the June 27, 2013 Special Meeting of the Juvenile Probation Commission -- the nomination, for submission to the Mayor, of a candidate for the position of Chief Probation Officer of the San Francisco Juvenile Probation Department (DISCUSSION ONLY)

5. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - Update on Log Cabin Ranch (LCR) and Draft Civil Grand Jury Responses

6. President's Report

7. Committee Reports

8. Future Agenda Items (ACTION ITEM)

   Announcements

   - Location of September Full Commission meeting to be held in the community (DISCUSSION AND POSSIBLE ACTION ITEM)

9. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, August 14, 2013
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Commissioners
Dirk J. Beijen, President
Joseph Arellano
Julian Chang
Susan Jones
Annie Wong
Rebecca Woodson

Meeting Minutes

Proceedings:

1. Roll Call:
   President Beijen called the meeting to order at 5:35 p.m.
   Present: Joseph Arellano; Dirk Beijen; Susan Jones; Julian Chang; and Annie Wong.
   Rebecca Woodson was excused.

   Others Present:
   Chief Probation Officer: Allen Nance.

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2. No Public Comments.

3. Approval of the Full Commission Meeting Minutes of July 10, 2013.
   Motion to approve the Full Commission meeting minutes of July 10, 2013:
   -AYES: Arellano; Beijen; Chang; Jones; and Wong. Minutes approved.
   -No public comments.

4. Report, by President Beijen, on the action taken in closed session at the June 27, 2013 Special Meeting of the Juvenile Probation Commission – the nomination, for submission to the Mayor, of a candidate for the position of Chief Probation Officer of the San Francisco Juvenile Probation Department (DISCUSSION ONLY)
   Allen Nance's name was the only name submitted to the Mayor for consideration.
   All seven members of the Commission voted affirmatively for this candidate.
   No public comments.

5. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - Log Cabin Ranch (LCR) Report.
     Chief Nance identified themes that coincide with the Department's mission, vision and values. The themes are: Commitment to Family and a recognition of the importance to reintegrate youth in custody back to the community; Arts, Culture and Recreation – Providing youths in custody with opportunities to become inspired by the talents of others, to explore the possibilities for creative expression and to see that there are opportunities to grow beyond their circumstances; Enhanced Safety, Security and youth Supervision within Juvenile Hall; Program Development and Enhancements; and Juvenile Hall beautification: Outdoor yard use, and LCR/JJC garden education. (See full report under supporting documents at **http://sfgov3.org/index.aspx?page=4095**).
     No public comments.

   - Draft Civil Grand Jury Responses.
     The Department met with the Mayor's Finance and Policy Office and stakeholders regarding the responses to the findings and recommendations in the Civil Grand Jury's report, *Log Cabin Ranch, Planning for the Future, a Continuity Report*. The Department did not have any objections to the findings and recommendations; they are consistent with the LCR vision. The needs analysis should be completed in early fall. This analysis combined with the development of a master plan, will aid the Department in its efforts to make an informed public policy decision as to the scope of programs and services delivered at LCR. The Master Plan is funded for FY2014-2015.
     No public comments.

6. President's Report:

   - Commissioner Sarah Wan resigned. She will be resuming other duties within the City.

7. No Committee Reports.

8. Announcements and Future Agenda Items (ACTION ITEM)

   - Dr. Elouise Joseph will present on All Stars Project after school programs at the October 9th Full Commission meeting.
   - Commissioners Chang and Jones will find off-site meeting locations for the October 9th Full Commission meeting (DISCUSSION AND POSSIBLE ACTION ITEM).
   - Election of Vice President will occur at the September 11th Full Commission meeting (ACTION ITEM).
   - At the September 11 meeting of the Full Commission, President Beijen will appoint a commissioner to represent the Juvenile Probation Commission at meetings of the Juvenile Justice Coordinating Council (ACTION ITEM).
   - Commissioners Jones and Wong were appointed to an Ad Hoc Committee to plan a Commission retreat focused on the development of private and philanthropic support for the programs and services offered by the Juvenile Probation Department.

9. President Beijen adjourned the meeting at 6:33 p.m.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, September 11, 2013
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

1. Roll call

2. Public Comment

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3. Review and Approval of the Full Commission Meeting Minutes of August 14, 2013 (ACTION ITEM)

4. Election of Commission Vice President (DISCUSSION AND ACTION ITEM)

5. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - Update on Log Cabin Ranch (LCR) and Civil Grand Jury Responses

6. President's Report

   - Appointment of Commissioner to Represent the Juvenile Probation Commission on the Juvenile Justice Coordinating Council (JJCC)

7. Committee Reports

8. Future Agenda Items (ACTION ITEM)

   Announcements

   - Location of October Full Commission meeting to be held in the community (DISCUSSION AND POSSIBLE ACTION ITEM)

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9. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, September 11, 2013
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Commissioners
Dirk J. Beijen, President
Joseph Arellano
Julian Chang
Susan Jones
Annie Wong
Rebecca Woodson

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OCT - 4 2013

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Meeting Minutes

Proceedings:

1. Roll Call:
   President Beijen called the meeting to order at 5:35 p.m.
   Present: Joseph Arellano; Dirk Beijen; Susan Jones; Julian Chang; Annie Wong and Rebecca Woodson.

   Others Present:
   Chief Probation Officer: Allen Nance.

2. No Public Comments.

3. Approval of the Full Commission Meeting Minutes of August 14, 2013.
   Motion to approve the Full Commission meeting minutes of August 14, 2013 by Commission Arellano; second by Commission Chang:
   -AYES: Arellano; Beijen; Chang; Jones; Wong; and Woodson. Minutes approved.
   -No public comments.

4. Election of Commission Vice President (DISCUSSION AND ACTION ITEM).
   Motion to nominate Commissioner Jones as Vice President by Commissioner Chang:
   -AYES: Arellano; Beijen; Chang; Jones; Wong; and Woodson. Motion approved.
   No public comments.

5. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report: Update on Log Cabin Ranch (LCR) and Civil Grand Jury Responses:

   - Chief Nance asked for a moment of silence to remember the people who lost their lives on 9/11.
   - The Camp Mather camping trip was cancelled due to the Rim fire, however, the trip was relocated to Camp Mendocino and will now be held at the end of the month.
   - The Department is implementing a homework pilot program to establish healthy, educational habits, in young people to take with them when they return to the community.
     Commissioner Chang asked about the educational plans. Chief Nance said the school has the capacity to individualize plans based on needs of students.
   - Chief Nance provided the response letter to the Civil Grand Jury's report. The Civil Grand Jury's report was a positive review of LCR's facility, it reaffirmed the Department's value on LCR, and offered several key findings and recommendations (See The Honorable Cynthia Ming-mei Lee letter under supporting documents at **http://sfgov3.org/index.aspx?page=4095**).
     Commissioner Chang asked if the needs assessment has taken into consideration the LGBT youths; youths with limited English proficiency, and youths that can be diverted away from the court systems to other programs.
     Chief Nance stated that the needs assessment should be completed by October and that these considerations are contingent upon what is discovered through the needs assessment and master plan. In addition, youths with limited English is already part of the Department's language access compliance plan. A thoughtful and detailed planning process will take place before any public policy is implemented. Chief Nance will be joining a Bay Area Chief's Consortium where these issues are being discussed and will provide updates.
     President Beijen pointed out to the Commission on Finding 4.1. His intention is to build on the upcoming informative retreat by appointing an Ad Hoc Committee to work with the department to identify and develop community resources and partners with an interest in supporting the mission of JPD.
     Chief Nance will provide an update of the needs assessment as soon as it is available.
   - No public comments.

6. President's Report:

   - President Beijen appointed Commissioner Wong to represent the Juvenile Probation Commission at the Juvenile Justice Coordinating Council meetings.

7. No Committee Reports.

   - Commissioner Jones said that the Ad Hoc Committee meeting is still in its planning stages and will provide an update at the next meeting.

8. Announcements and Future Agenda Items (ACTION ITEM)

   - The October 9th Full Commission Meeting will be held at SFPD Mission Station, in the Community Room.

9. President Beijen adjourned the meeting at 6:16 p.m.

DRAFT

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, October 9, 2013
5:30 p.m.
San Francisco Police Department: Mission Station
630 Valencia Street, Community Room
San Francisco, CA 94110

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1. Roll call

2. Public Comment

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3. Review and Approval of the Full Commission Meeting Minutes of September 11, 2013 (ACTION ITEM)

4. Report on All Stars After School Programs by Dr. Elouise Joseph (DISCUSSION ONLY)

5. Report on Young Father's Program by Joseph Tanner, Program Facilitator (DISCUSSION ONLY)

6. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - Beach Clean-up
   - Camp Mendocino camping trip
   - Board of Supervisors' Government Audit and Oversight Committee actions regarding the JPD response to CGJ report on LCR
   - BSCC Pre-inspection and upcoming inspections
   - Office of Justice Programs Grant Award – Prison Rape Elimination Act

7. Committee Reports

8. Future Agenda Items (ACTION ITEM)

   Announcements

9. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, October 9, 2013
5:30 p.m.
SFPD Mission Station, Community Room
630 Valencia Street
San Francisco, CA 94107

Commissioners
Dirk J. Beijen, President
Susan Jones, Vice President
Joseph Arellano
Julian Chang
Annie Wong
Rebecca Woodson

Meeting Minutes

Proceedings:

1. Roll Call:
   President Beijen called the meeting to order at 5:33 p.m.
   Present: Joseph Arellano; Dirk Beijen; Susan Jones; Julian Chang; Annie Wong and Rebecca Woodson. Rebecca Woodson left the meeting at 6:21 p.m.

   Others Present:
   Chief Probation Officer: Allen Nance;
   Log Cabin Ranch Director: Dan Prince; and,
   City Attorney: Sallie Gibson

2. No Public Comments.

3. Approval of the Full Commission Meeting Minutes of September 11, 2013.
   Motion to approve the Full Commission meeting minutes of September 11, 2013 by Commissioner Chang; second by Commissioner Jones:
   -AYES: Arellano; Beijen; Chang; Jones; Wong; and Woodson. Minutes approved.
   -No public comments.

4. Report on All Stars After School Programs by Dr. Elouise Joseph (DISCUSSION ONLY)
   Dr. Joseph met All Stars, a 32 year-old, national non-profit, after school youth development organization, outside a store. They reach their donors and young people standing on street corners; they door knock; and speak at schools and churches. All Stars is 100% privately funded and it started partly on the failed war on poverty. One of the core programs is the All Stars Talent Show Network, a performance and play approach, to keep kids off the

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streets. The idea grew that human beings are performers and that kids can choose to make different choices. Kids are taught to support one another and learn about teambuilding. The other core program, Development School for Youths, teaches youths to be business professionals and to dress for success. Nationally the budget is $8 million; locally, $800,000 and each region raises their own funds. (For more information, see supporting documents at **http://sfgov3.org/index.aspx?page=4095**).
No public comments.

5. Report on Young Father's Program by Joseph Tanner, Program Facilitator (DISCUSSION ONLY) has been moved to the November 13, 2013 meeting. This change was made at the request of Mr. Tanner.

6. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report: Update on Log Cabin Ranch (LCR) and Civil Grand Jury Responses:

   - Beach clean up: On October 21st, Director Prince and LCR youths volunteered in the statewide beach clean-up near LCR. This helped young people engage in civic engagement and give back to the community.
   - Camp Mendocino camping trip: The Camp Mather trip was moved to this location due to the Rim fire and 21 youths attended. Originally, 40 youths were supposed to attend, but due to the change in dates, many were not able to participate. The youths participated in archery; swimming; a ropes course; team sports; team building activities; and a talent show. The youths not only learned about themselves, but also about their peers. Five of the youths were peer leaders and had previously attended the camping trip. JPD is also focusing on helping youths become employed; 17 of the 21 will be employed by Recreation and Parks through Mayor Lee's signature "Workcreation" program. The other four youths are eligible for employment through Recreation and Parks.
   - Board of Supervisors' Government Audit and Oversight Committee actions regarding the JPD response to CGJ report on LCR: This item was discussed in the past, but Chief Nance noted that Supervisors Malia Cohen and Katie Tang were present and very supportive during the presentation, and agreed on the findings that the Department identified according to the report. The LCR Master Plan, the most significant finding, will be re-calendared in the next couple of months during budget season. The Master Plan is included in the FY 2014-2015 budget.
   - BSCC Pre-inspection and upcoming inspections: Toni Gardner, JPD's assigned Inspector for the Board of State Community Corrections, conducted staff training on Title 15 regulations which focused on inspections. A full comprehensive evaluation/inspection of Juvenile Hall and LCR will be conducted in November. The Department anticipates the inspection to go well, as it has in the past.
   - Office of Justice Programs Grant Award – Prison Rape Elimination Act: The Department was awarded a $90,000 grant from the Office of Justice Programs to support the implementation of the Prison Rape Elimination Act. In addition, it will address the needs of the LGBT community. This will allow the Department to work with the Juvenile Advisory Council, young people who have had a prior history with the justice system, and have now taken on a leadership role in helping young people coming into probation. Together the Department and Council will develop educational videos and materials for youths in custody that helps inform them of their rights and responsibilities, for example, zero tolerance for sexual abuse or harassment.
   - No public comments.

7. No Committee Reports.

- Commissioner Jones updated the Commission on the upcoming Ad Hoc Committee meeting. The group met on September 23rd and October 8th and additional details will be provided at next month's meeting on retreat objectives, content and timing of the retreat. The three retreat objectives are: team building; educational component; and exploring collaborations between JPC and JPD to enhance internal programs.
  Commissioners Chang and Arellano would like to see more resource sharing.
  Commissioner Chang would also like to see a legal framework established to make it more understandable for everyone.
  Commissioner Wong said that a handbook should be created for future Commissioners.
  Commissioner Jones said the retreat will take place in February. In addition, they are looking at bringing in an outside facilitator. Lastly, the location of the meeting still needs to be addressed.
- Public comment:
  Dr. Joseph commented on the retreat planning process for a government agency.

8. Announcements and Future Agenda Items (ACTION ITEM)
   - Commissioner Jones suggested a presentation on Innovated Strategies for Crime Prevention in our City's Youth by the CEO of Westside Services at one of the upcoming meetings.
   - Public Comments:
     Dr. Brown would like to present in 2014 on ways to better correlate the intake process for youths and their available health insurance.
     No further public comments.
9. President Beijen adjourned the meeting at 6:56 p.m.

DRAFT

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, November 13, 2013
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

1. Roll call

2. Public Comment

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction that does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. Review and Approval of the Full Commission Meeting Minutes of October 9, 2013 (ACTION ITEM)

4. Report on Young Father's Program by Joseph Tanner, Program Facilitator (DISCUSSION ONLY)

5. Report on "Workcreation" Program by Jennifer Gee and Linda Barnard, Parks and Recreation (DISCUSSION ONLY)

6. Report on Treatment of Juvenile Probation Counselors' by Ben Sizemore, Field Representative, SEIU Local 1021 (DISCUSSION ONLY)

7. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - Harassment Prevention Training
   - Budget Preparation
   - Upcoming LCR Alumnus gathering

8. Committee Reports

9. Future Agenda Items (ACTION ITEM)

   - Announcements

10. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, November 13, 2013
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Commissioners
Dirk J. Beijen, President
Susan Jones, Vice President
Joseph Arellano
Julian Chang
Annie Wong
Rebecca Woodson

Meeting Minutes

Proceedings:

1. Roll Call:
   President Beijen called the meeting to order at 5:47 p.m.
   Present: Joseph Arellano; Dirk Beijen; Annie Wong and Rebecca Woodson.
   Excused: Susan Jones; and Julian Chang.

   Others Present:
   Chief Probation Officer: Allen Nance;
   Log Cabin Ranch Director: Dan Prince;
   City Attorney: Jana Clarke

2. No Public Comments.

3. Approval of the Full Commission Meeting Minutes of October 9, 2013.
   Motion to approve the Full Commission meeting minutes of October 9, 2013 by Commissioner Woodson; second by Commissioner Arellano:
   -AYES: Arellano; Beijen; Wong; and Woodson. Minutes approved.
   -No public comments.

4. Report on Young Father's Program by Joseph Tanner, Program Facilitator (DISCUSSION ONLY)
   Mr. Tanner spoke about the Young Father's Program that he has been working to develop since 2009. He hopes to coordinate that program with some community based programs. Mr. Tanner reported that he is also involved with a homework assistance program that has started in Unit 5 (See Young Father's Program handout under supporting documents at **http://sfgov3.org/index.aspx?page=4095**).

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DRAFT

Mr. Tanner introduced Mr Jim Martin, Director of Fathers and Families. Mr. Martin hopes his organization can meet and work with the Department to help reduce recidivism. Commission President Beijen commended Mr. Tanner for his efforts and commitment to these kids. He also thanked Mr. Martin for following-up with kids after they leave Juvenile Hall.

Public Comments:

Alfred Lam, Counselor, Juvenile Hall, expressed concerns over behavioral problems with kids at Juvenile Hall and felt that the Asian community can assist with providing jobs.

5. Report on "Workcreation" Program by Jennifer Gee and Linda Barnard, Parks and Recreation (DISCUSSION ONLY).

The "Workcreation" program is entering its 55th year and is the longest running youth employment program in the United States. The program employs SF kids from every community, between the ages of 14 and 18, as long as they are in high school. It is a job training/mentoring program and the kids are employed through Parks and Recreation. The job readiness component consists of job interview workshops; resume building; customer service; and trains them to work with disabled kids. There is a school year and summer cycle: 85 kids are hired during the school year and 20 positions are set aside for Juvenile Probation youth; 200 kids are hired during the summer and 30 positions are set aside for Juvenile Probation youth. The program works with JPD's Camp Mather, this year Camp Mendocino, and with Chief Nance's assistance, 21 youths applied from Juvenile Probation and 17 kids were hired. Three LCR youths are on the waiting list. Kids who have aged-out and are over 18 have returned for entry-level positions.

Commissioner Woodson asked about financial planning for kids and Ms. Gee said kids can open a savings account with Mission SF My Path, a credit union, and must set aside a minimum of 10% of their paycheck for the duration of the program and the credit union will provide then with monetary incentives.

Chief Nance acknowledged and thanked Ms. Gee and Ms. Barnard for their incredible commitment to the youths at JJC.

No public comments.

6. Report on Treatment of Juvenile Probation Counselors' by Ben Sizemore, Field Representative, SEIU Local 1021 (DISCUSSION ONLY)

Mr. Sizemore discussed the implementation of time clocks for counselors and cooks only. They have met with management, felt that it was unfair, and a time clock should be used department-wide. Mr. Sizemore said counselors have a high-stress job, which can be dangerous, and they are role models for youths.

Fred Nelson, JPD Counselor for 24 years and Chapter President for Local 221, does not have a problem with the time clock implementation, but has a problem with the Department's treatment of counselors, which is the only singled-out section designated to have a time clock. Everyone should be treated the same.

Commission President Beijen said that it sounds like a meet and confer issue, which is a labor management issue, and it does not fall within the jurisdiction of the Commission.

Public Comments:

Alfred Lam, Counselor, expressed that the time clock for counselors and cooks was unfair and everyone should be treated fairly.

Joseph Tanner said that the time clocks are not an issue, but it should be implemented for everyone.

Luis Recinos, JJC Director, said that he worked as a counselor for 20 years and both he and Chief Nance have the utmost respect for counselors. He said the time clock matter was signed off and agreed to by a union representative before Mr. Sizemore.

7. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report:

   - Chief Nance acknowledged and thanked the staff for the comments regarding Item #6. He looks forward to the opportunity to continue to work through the impasse to find some common ground.
   - Harassment Prevention Training:
     DHR has reminded all managers/supervisors citywide to take the training by December 31, 2013.
   - Budget Preparation:
     JPD's budget preparation is underway. Several years ago, a shared-funding strategy was created with DCYF, DPH, and JPD to specifically address violence prevention funding strategies to fund CBO's focused on working with young people involved in the juvenile justice system. Based on RFP's, Chief Nance encourages anyone who is interested in providing services to young people in the juvenile justice system to apply. JPD will develop a thorough budget for the upcoming year to identify specific priorities and needs currently unmet and Chief Nance looks forward to meeting with JPC's Finance Committee. The Department will receive budget instructions from the Mayor's Office sometime next month.
   - Upcoming LCR Alumnus gathering:
     A pizza party/focus group alumni gathering is scheduled the Wednesday before Thanksgiving for 14 kids who have graduated in the last couple of months to sit down with staff to identify challenges they face in the community. These voices can help JPD be more effective while kids are in their care and help JCERT in enforcing a more effective reentry and aftercare strategy.
     Public Comments:
     Alfred Lam expressed that he would like to create a program to hire 50-100 kids and inquired about a budget.

8. No Committee Reports.

9. Announcements and Future Agenda Items (ACTION ITEM)

   - Chief Nance announced that Laura Azzolino, Executive Assistant to the Chief Probation Officer, will be retiring after serving 40 years with the City and County of San Francisco. Ms. Azzolino has been a role model for the Department and the City.
   - Commissioner Woodson and President Beijen recommended a commendation for Laura Azzolino to be placed on next month's meeting agenda for discussion and action item.

10. President Beijen adjourned the meeting at 7 p.m.

For more information, contact the Commission Secretary at 415-753-7870 or visit:
Juvenile Probation Commission: http://sfgov3.org/index.aspx?page=542
Juvenile Probation Commission Meeting Information: http://sfgov3.org/index.aspx?page=578
Juvenile Probation Commission Meeting Audio Archive: http://sfgov3.org/index.aspx?page=2888

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, December 11, 2013
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

1. Roll call

2. Public Comment

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction that does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. Review and Approval of the Full Commission Meeting Minutes of November 13, 2013 (ACTION ITEM)

4. Nomination of Commission's Certificate of Recognition for Laura Azzolino, Executive Assistant to the Chief Probation Officer, Juvenile Probation Department (DISCUSSION AND ACTION ITEM)

5. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - JJC Garden Project
   - JJC Fruitvale Station showing at Juvenile Hall

6. Committee Reports

7. Future Agenda Items (ACTION ITEM)

   - Announcements

8. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

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JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, December 11, 2013
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Commissioners
Dirk J. Beijen, President
Susan Jones, Vice President
Joseph Arellano
Julian Chang
Annie Wong
Rebecca Woodson

Meeting Minutes

Proceedings:

1. Roll Call:
   President Beijen called the meeting to order at 5:35 p.m.
   Present: Joseph Arellano; Dirk Beijen; Annie Wong and Rebecca Woodson.
   Julian Chang arrived at 5:56 p.m.

   Others Present:
   Juvenile Hall Director: Luis Recinos;
   City Attorney: Jana Clarke

2. No Public Comments.

3. Approval of the Full Commission Meeting Minutes of November 13, 2013.
   Motion to approve the Full Commission meeting minutes of November 13, 2013 by Commissioner Arellano; second by Commissioner Jones:
   -AYES: Arellano; Beijen; Wong; and Woodson. Minutes approved.
   -No public comments.

4. Nomination of Commission's Certificate of Recognition for Laura Azzolino, Executive Assistant to the Chief Probation Officer, Juvenile Probation Department (DISCUSSION AND ACTION ITEM)
   Commissioner Woodson said that Laura Azzolino has given decades of service to the City. Ms. Azzolino has always been pleasant and professional to work with and has been an extremely valuable asset to the Department.
   President Beijen said that Ms. Azzolino stood in for the Commission Secretary when the position was open, while working as the Executive Assistant to the Chief Probation Officer,

and has always been very professional, efficient, and deserving of this Commendation. Motion to approve the Commendation for Laura Azzolino by Commissioner Woodson; second by Commissioner Jones:
-AYES: Arellano; Beijen; Jones; Wong; and Woodson. Commendation approved.
-No public comments.

5. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report (Director Recinos filled in for Chief Nance):

   - JJC Garden Project:
     The JJC Garden Project was a collaborative project between LCR, Juvenile Hall, Woodside Learning Center and other agencies, specifically the Center for Eco-Literacy. The project originated at LCR and the kids put together six large planters (6'x3'), two-large picnic benches, and tree planters with benches attached. These items were brought to Juvenile Hall and the kids learned an array of skills, such as carpentry and horticulture. The youths showed pride in their work and the Department is looking to expand the project to Juvenile Hall.
   - JJC Fruitvale Station showing at Juvenile Hall:
     The JJC Fruitvale Station showing at Juvenile Hall was a collaborative effort between the Berkeley Film Society, LCR, and Juvenile Hall. Youths, counselors, and probation officers attended the screening and the film was about social issues and events that happened at Fruitvale Station. The director of the film was also present and spoke with the kids after the film. The movie had a profound effect on the kids, as well as the adults. The Department hopes to continue with these types of programs, as well as screen writing/film making workshops.
   - No public comments.

8. Committee Reports:

   - Commissioner Jones said that the group (Commissioner Wong, Chief Nance and herself) are working on the Ad Hoc retreat. They continue to meet and are in the process of preparing the draft agenda. The agenda will include team building, education and interactive sessions, and will conclude with an action plan. The retreat will take place in the middle of 2014 and she will keep the Commission apprised.
   - Commissioner Arellano said the Finance Committee will plan to meet twice in January and February to discuss strong advocacy on behalf of the priorities of the Department.
   - Commissioner Woodson said a tour of LCR might be scheduled in February.
   - No public comments.

9. Announcements and Future Agenda Items (ACTION ITEM)

   - President Beijen recommended that Laura Azzolino's Commendation be presented to her at the January 2014 Full Commission meeting.

10. President Beijen adjourned the meeting at 5:59 p.m.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

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Regular Meeting Agenda
Wednesday, January 8, 2014
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

1. Roll call

2. Public Comment

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3. Review and Approval of the Full Commission Meeting Minutes of December 11, 2013 (ACTION ITEM)

4. Presentation on Strategies for Crime Prevention in San Francisco's at-risk Youth Population by Dr. Mary Ann Jones, CEO, Westside Services (DISCUSSION ONLY)

5. Presentation of Commission's Certificate of Recognition to Laura Azzolino, Executive Assistant to the Chief Probation Officer, Juvenile Probation Department (DISCUSSION ONLY)

6. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - Status of California Title IV-E claiming authority and impact on SFJPD

7. Committee Reports

8. Future Agenda Items (ACTION ITEM)

   Announcements

9. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, January 8, 2014
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Commissioners
Dirk J. Beijen, President
Susan Jones, Vice President
Joseph Arellano
Julian Chang
Annie Wong
Rebecca Woodson

Meeting Minutes

Proceedings:

1. Roll Call:
   President Beijen called the meeting to order at 5:30 p.m.
   Present: Joseph Arellano; Dirk Beijen; Julian Chang and Annie Wong.
   Excused: Susan Jones and Rebecca Woodson.

   Others Present:
   Chief Probation Officer: Allen Nance
   City Attorney: Jana Clarke

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2. No Public Comments.

3. Approval of the Full Commission Meeting Minutes of December 11, 2013.
   Motion to approve the Full Commission meeting minutes of December 11, 2013 by by Commissioner Arellano; second by Commissioner Chang.
   AYES: Arellano; Beijen; Chang and Wong. Minutes approved.
   No public comments.

4. (Item #5 on the Agenda was moved to Item #4).
   Presentation of Commission's Certificate of Recognition to Laura Azzolino, Executive Assistant to the Chief Probation Officer, Juvenile Probation Department (DISCUSSION ONLY)
   President Beijen said that not only has Ms. Azzolino served as the Executive Assistant to the Chief Probation Officer, she filled in when the Commission Secretary position was vacant, and he congratulated Ms. Azzolino on her retirement.
   Commissioner Chang thanked Ms. Azzolino for being so respectful and helpful to the Commission.

Commissioner Wong said that although she has not known Ms. Azzolino for long, she thanked her for always being so helpful.
Commissioner Arellano commended Ms. Azzolino for her public service and thanked her for all her years of service.
Ms. Azzolino thanked the Commission and said that she was honored for the certificate. Her family was present and she introduced them to the Commission.
No public comments.

5. Presentation on Strategies for Crime Prevention in San Francisco's at-risk Youth Population by Dr. Mary Ann Jones, CEO, Westside Services (DISCUSSION ONLY)
Westside Community Services is the first African American community-based mental health service center in the country and was founded 1967. The child and youth division at Westside addresses violence prevention and child-adolescence mental health. These paths cross often and Westside wants to replicate successful programs around the US. In addition to working with JPD, Dr. Jones shared their experiences with programs such as the Harlem Children Zone, which focuses on hope children have to succeed; and working with Dr. Kenneth Hardy, a psychologist who works with nationwide-programs, such as the Youth Empowerment Zone, for evidenced-based best practices. (See *Healing the Hidden Wounds of Racial Trauma* handout under supporting documents at **http://sfgov3.org/index.aspx?page=4993**).
Public Comments:
Liz Jackson-Simpson, Executive Director for Success Center SF, shared the success stories of 19 young people that graduated with their GED's from the Early Morning Studies.

6. Report to the Commission (DISCUSSION ONLY)

a. Chief's Report:

- Status of California Title IV-E claiming authority and impact on SFJPD:
Chief Nance stated that the federal agency that oversees Title IV-E funding, Administration for Children and Families, is ceasing claiming authority over these funds for California. After a site visit to San Mateo and Sacramento counties, the California Department of Social Services was informed that the ceasing order was being implemented, effective the first quarter. The determination was based on the concerns of other states regarding California's draw-down for these funds and claims that some counties were claiming funds for kids that were ineligible, which is not the case in San Francisco. Most Probation Departments rely heavily on these funds and use them to cover costs for probation positions and pre-placement programs for youths. For most counties, this will be a significant financial reduction. For San Francisco, this amounts to a $750,000 reduction for each quarter and a $3,000,000 reduction in federal revenue for the year. The Chief Probation Officers of California and the Department of Social Services, as well as JPD's Finance Director, are working towards a remediation plan to have funds restored. The Department has informed the Mayor's office of the issues and will keep them informed of their progress with the state and federal agencies. The state is also working on protocols to oversee funding and claiming strategies for these counties. Chief Nance also plans on working closely with congressional representatives, however, if funds are not restored in California, it will impact the number of probation officers and more youths will end up in out-of-home placement.
Commissioner Chang asked Chief Nance to let the Commission know how they can assist with this process. Chief Nance will provide the Commission with a detailed document expressing these concerns.
No public comments.

7. No Committee Reports.

8. No Announcements and Future Agenda Items (ACTION ITEM)

9. President Beijen adjourned the meeting at 6:55 p.m.

DRAFT

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Juvenile Probation Commission: http://sfgov3.org/index.aspx?page=542
Juvenile Probation Commission Meeting Information: http://sfgov3.org/index.aspx?page=578
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JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, February 12, 2014
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

1. Roll call

2. Public Comment

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction that does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. Review and Approval of the Full Commission Meeting Minutes of January 8, 2014 (ACTION ITEM)

4. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - Lemon Tree Project
   - Department Immigration Policy
   - FY 2014-2015 and FY 2015-2016 Budget Presentation by Catherine McGuire, Finance Director

   b. Committee Reports

5. Review and Approval of JPD's Budget (DISCUSSION AND POSSIBLE ACTION ITEM)

6. Election of Commission President and Vice President (DISCUSSION AND ACTION ITEM)

7. Future Agenda Items (ACTION ITEM)

   Announcements

8. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, February 12, 2014
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Commissioners
Dirk J. Beijen, President
Susan Jones, Vice President
Joseph Arellano
Julian Chang
Annie Wong
Rebecca Woodson

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Meeting Minutes

Proceedings:

1. Roll Call:
   President Beijen called the meeting to order at 5:30 p.m.
   Present: Joseph Arellano; Dirk Beijen; Julian Chang; Annie Wong; and Rebecca Woodson
   Excused: Susan Jones

   Others Present:
   Chief Probation Officer: Allen Nance
   Finance Director: Catherine McGuire
   City Attorney: Jana Clark

2. Public Comments:
   Leona Hunter, parent, discussed education services and therapy needs for incarcerated youths at JJC.
   Olivia Chang, Delinquency Attorney, sought guidance regarding procedures to safeguard a minor's rights.

3. Approval of the Full Commission Meeting Minutes of January 8, 2014.
   Motion to approve the Full Commission meeting minutes of January 8, 2014 by by Commissioner Chang; second by Commissioner Wong.
   AYES: Arellano; Beijen; Chang; Wong; and Woodson. Minutes approved.
   No public comments.

4. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report:

   - Lemon Tree Project:
     The Lemon Tree Project teaches youths about urban farming. Several lemon trees were planted around Youth Guidance Center and JPD is hoping to expand the project.
   - Department Immigration Policy:
     Chief Nance discussed the challenges the Department faces with immigration policy regarding undocumented and unaccompanied minors. Since federal and state laws have changed since 2008, the Department seeks recommendations regarding policies that comply with the new local and state legislation; and seeks clarity regarding legal implications so that the Department is not in violation. The following documents were distributed: Special Immigration Juvenile Status; Chapter 12I: Civil Immigration Detainers; California Trust Act; Chapter 12H; an Immigration Status (See supporting documents at: http://sfgov3.org/index.aspx?page=4993).
     Commissioner Chang said that he attended a legal training by federal immigration lawyers representing ICE and learned that once a youth is in federal custody, the custodial agency is mandated to reunify them with family. Commissioner Chang said that the Commission and Department can request legal advice from the City Attorney's Office.
     Commissioner Woodson agreed that the clarity will have to come from the City Attorney's Office due to conflict of laws.
     Commission President Beijen agreed that this is a significant change in policy between local, state and federal law and it needs to be explored further. The advice from the State Attorney General would also be recommended.
     City Attorney Clark will double-check with her office on these issues.
     No public comments.

   - FY 2014-2015 and FY 2015-2016 Budget Presentation by Catherine McGuire, Finance Director
     The budget will be submitted to the Mayor's Office on February 21, 2014.
     The FY2014-2015 and FY2015-2016 Budget Presentation summarized the overview of the city budget; cut targets and JPD proposed response; FY13-14 budget vs. base budget; budget submission (overall; salaries; training; capital and IT); and subsequent discussions (see supporting document at: http://sfgov3.org/index.aspx?page=4993).
     The significant shortfall will be the Title 4E funding cut.
     No public comments.

   b. Committee Reports.
      Commissioner Arellano discussed the February 10th Finance Committee in which he and Commissioner Chang received JPD's budget presentation. The Commissioners agree with the budget proposals and would like to move forward with the Mayor's letter recommending JPD's budget.

5. Review and Approval of JPD's Budget (DISCUSSION AND POSSIBLE ACTION ITEM)
   Motion to approve JPD's Budget by Commissioner Woodson; second by Commissioner Chang.
   AYES: Arellano; Beijen; Chang; Wong; and Woodson. JPD's budget approved.
   Motion to approve the Mayor's letter recommending the advocacy of Title 4E funds and JPD's budget, which will be prepared by the Finance Committee, by Commissioner Arellano; second by Commissioner Chang.
   AYES: Arellano; Beijen; Chang; Wong; and Woodson. Mayor's letter approved.
   No public comments.

6. Election of Commission President and Vice President (DISCUSSION AND ACTION ITEM)
   Motion to nominate Susan Jones for President by Commissioner Woodson; second by Commissioner Wong.
   AYES: Arellano; Beijen; Chang; Wong; and Woodson. Approved.
   Commissioner Chang thanked Commission President Beijen for his service.
   Motion to nominate Joseph Arellano for Vice-President by Commissioner Chang; second by Commissioner Wong.
   AYES: Arellano; Beijen; Chang; Wong; and Woodson. Approved.
   Public Comments:
   Liz Jackson-Simpson thanked Commission President Beijen for his service.

7. Future Agenda Items (ACTION ITEM)

   - Commissioner Woodson would like to seek an advice letter from the City Attorney's Office pertaining to the new immigration issues (DISCUSSION AND POSSIBLE ACTION ITEM). City Attorney Clark will double-check with her office on this issue.
   - The Finance Committee will prepare the Mayor's letter in support of Title 4E funding and JPD's budget (DISCUSSION AND ACTION ITEM).

   No public comments.

8. President Beijen adjourned the meeting at 7:05 p.m.

DRAFT

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, March 12, 2014
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

1. Roll call

2. Public Comment

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3. Review and Approval of the Full Commission Meeting Minutes of February 12, 2014 (ACTION ITEM)

4. The Beat Within Presentation, by David Inocencio, Co-Founder (DISCUSSION ONLY)

5. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - Title IV-E update
   - Youth Outcome Measures Study
   - System Improvement Plan – Peer Review

   b. Committee Reports

6. Future Agenda Items (ACTION ITEM)

   - Announcements

7. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, March 12, 2014
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Commissioners
Susan Jones, President
Joseph Arellano, Vice President
Julian Chang
Annie Wong
Rebecca Woodson

Meeting Minutes

Proceedings:

1. Roll Call:
   President Jones called the meeting to order at 5:37 p.m.
   Present: Julian Chang; Susan Jones; Annie Wong; and Rebecca Woodson.
   Joseph Arellano arrived at 5:44 p.m.

   Others Present:
   Chief Probation Officer: Allen Nance

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2. Public Comments:
   Ramon Gomez, Youth Commission, hopes that security cameras are included in this year's budget and placed in the recreational yard to get it operational for the youth in the facility.

3. Approval of the Full Commission Meeting Minutes of February 12, 2014.
   Motion to approve the Full Commission meeting minutes of February 12, 2014 by by Commissioner Chang; second by Commissioner Woodson.
   AYES: Chang; Jones; Wong; and Woodson. Minutes approved.
   No public comments.

4. The Beat Within Presentation, Lisa Lavaysee, Program Director (DISCUSSION ONLY)
   The Beat Within writing workshop started in SF Juvenile Hall in 1996. The co-founder, Mr. Inocencio, started as a social worker, saw a break-down in communication when youths appeared in court and the need for youths to find their voice. The organization has grown and is now in 24 Juvenile Halls across the country, sees around 5000 youths every year, and has 100 workshops every week nationwide. The writing workshops are voluntary and last 60 minutes. They start with three questions and a quote. Youths can write about any topic, as long as it respectful. Youths are also free to draw and create art. Fifty issues are printed

each year. Responses are provided at the bottom of each entry from The Beat Within team. It connects facilitators to the writers and vice-versa. The results have been very positive. Ms. Lavaysee said funding is provided mostly from private foundations, and small amounts from the City and governments. One of their goals this year is to increase individual donors and corporate connections. The Beat Within 2014 issue was provided (see supporting document at: **http://sfgov.org/juvprobation/full-commission/meetings**).
Commissioner Chang said this program could address summer learning loss; would like to explore Prop 49, afterschool money; and inquired about a possible SFUSD link.
Commission President Jones would like to discuss this topic further at the upcoming retreat.
No public comments.

5. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report:

   - Title IV-E update
     The California Probation Departments provided an acceptable plan to the Federal Government that will allow funding claiming capacity to be restored, however, there are strict stipulations that requires extensive documentation of eligibility; a case plan that clearly defines that a youth is at-risk from removal from their home; and an expectation that probation departments maintain detailed logs. Probation departments are still awaiting further instructions and will receive state-wide training. The California Department of Social Services, the agency that licenses group homes and oversees the quality of residential facilities for foster youth, is now the Title IV-E centralized claiming authority.

   - Youth Outcome Measures Study
     Over the past couple of months, JPD staff has worked with Ms. Mathews, a second-year graduate student from the Berkeley School of Public Policy, to look at community-based organizations and their outcomes regarding youths referred to these agencies. Specifically, what strategies have yielded the best outcomes, which programs are utilizing best practices, and if recidivism was reduced. This study will help the department see what is happening with youths in the system. Chief Nance will share the results with the Commission once they are available. Garry Bierenger, Coordinator for the Juvenile Detention Alternative, said the project is divided into five parts: Project Start-Up; Descriptive; What's Working?; Why is it Working?; and Writing Report.

   - System Improvement Plan – Peer Review
     Probation Departments and Human Services Agencies across the state conduct work peer reviews every three to four years to improve systems, and identify goals and objectives regarding foster care youth. SF's goal is to improve the number of kids that graduate with a high school diploma or GED while in out-of-home placement or at LCR. Probation Officers assembled from Alameda, Orange, San Bernadino, and San Mateo counties and looked at the different practices, meet with staff; and assembled observation reports. Chief Nance will share the full set of recommendations with the Commission.
     No public comments.

   b. Committee Reports.
      Commission President Jones said the Ad Hoc Committee met on March 6th regarding the Commission retreat. The draft agenda and materials have been created, two locations have been selected, and an outside facilitator will present. An update will be presented at the April Full Commission meeting for feedback and a date will need to be selected.
      No public comments.

6. Future Agenda Items (ACTION ITEM)

- Commission President Jones asked Chief Nance to provide an update on the JJC recreational area.
- Commission President Jones asked the Commission to think about off-site meeting locations and suggested JPD's cafeteria. Commissioner Arellano recommended the Sunset district. Commissioner Chang recommended the Portola or Excelsior districts.
- Commissioner Woodson would like Ms. Mathews to present at one of the upcoming Full Commission meetings.
- Commissioner Arellano said the Finance Committee will meet before the April Full Commission meeting to present the Mayor's letter recommending JPD's budget.

No public comments.

7. President Jones adjourned the meeting at 6:43 p.m.

DRAFT

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, April 9, 2014
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

1. Roll call

2. Public Comment

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction that does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. Review and Approval of the Full Commission Meeting Minutes of March 12, 2014 (ACTION ITEM)

4. Review and Approval of JPD's Letter to the Mayor's Office supporting JPD's Budget (DISCUSSION AND POSSIBLE ACTION ITEM)

5. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - March 19, 2014 Participation in Youth Advocacy Day at City Hall
   - Juvenile Advisory Council Update
   - JPD Job Fair – April 2, 2014

   b. Committee Reports

6. Future Agenda Items (ACTION ITEM)

   Announcements

7. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, April 9, 2014
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Commissioners
Susan Jones, President
Joseph Arellano, Vice President
Julian Chang
Gabe Harp
Annie Wong
Rebecca Woodson

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Meeting Minutes

Proceedings:

1. Roll Call:
   President Jones called the meeting to order at 5:39 p.m.
   Present: Julian Chang; Gabe Harp; Susan Jones; and Rebecca Woodson.
   Joseph Arellano arrived at 5:40 p.m. Annie Wong arrived at 5:56 p.m.

   Others Present:
   Chief Probation Officer: Allen Nance

2. President Jones welcomed Commissioner Harp to the Juvenile Probation Commission. Commissioner Harp looks forward to serving on the Commission and wants to focus on literacy at YGC and LCR.
   No Public Comments.

3. Approval of the Full Commission Meeting Minutes of March 12, 2014.
   Motion to approve the Full Commission meeting minutes of March 12, 2014 by by Commissioner Woodson; second by Commissioner Chang.
   AYES: Chang; Jones; Harp; and Woodson. Minutes approved.
   No public comments.

4. Review and Approval of JPC's Letter to the Mayor's Office supporting JPD's Budget prepared by the Finance Committee (DISCUSSION AND POSSIBLE ACTION ITEM)
   Motion to approve the JPD's Letter to the Mayor's Office supporting JPD's Budget by Commissioner Arellano; second by Commissioner Chang.
   AYES: Arellano; Chang; Harp; Jones; and Woodson. Letter approved.
   No public comments.

5. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report:

   - March 19, 2014 Participation in Youth Advocacy Day at City Hall
     This event was sponsored by the Department of Children, Youth, and Their Families. It was an opportunity for youths to interact with public officials, department heads and representatives from City departments. Ms. Toni Powell represented JPD and discussed public safety, along with the SFPD. Youths asked about the services and processes of the Department and how youths can benefit from it. Mr. Ricardo Garcia-Acosta represented the Juvenile Advisory Council.
   - Juvenile Advisory Council (JAC) Update
     Several years ago, JPD invested in former Juvenile Justice participants to serve as liaisons for JPD to better understand the needs of youths entering the Juvenile Justice system. JAC conducts orientations and interacts with youth caseloads on Saturdays at YGC. JAC would like to be more involved with youths and the Department is exploring JAC attending the evening reporting centers and establishing a mentoring program. In addition, JAC could help implement a consumer satisfaction survey, which would give the Department more insight to what youths experience in the system and help identify ways the Department can improve their service.
   - JPD Job Fair – April 2, 2014
     Over 30 employers, community-based organizations and 50 youths, including non-minor dependent youths, participated in this event for clerical/customer service type positions. The Job Fair and the Mayor's Summer Youth Employment Initiative will increase youth employment over the summer and possibly beyond. Mr. John Knox, in Youth Employment, and Ms. Genevieve Seyers, in Occupational Therapy and Training Program, were instrumental in preparing youths for this event. JAC members also served as registrants and assisted with facilitating this well-received event.
     No public comments.

   b. Finance Committee (Mayor's budget letter covered in Item 4).
      No public comments.

6. Future Agenda Items (ACTION ITEM)

   - Chief Nance requested that the Juvenile Advisory Council present at an upcoming Full Commission meeting;
   - Commissioner Jones requested that a former youth and local SF resident, who started a successful recycling and compost program, present at an upcoming Full Commission meeting;
   - Commissioner Jones would like all seven Juvenile Probation Commissioners to be present at the summer JPC Retreat;
     No public comments.

7. President Jones adjourned the meeting at 6:14 p.m.

DRAFT

Hello,

The Juvenile Probation Full Commission will not meet tonight in City Hall. The Full Commission will meet again on Wednesday, June 11th at City Hall, Hearing Room 408 at 5:30 p.m.

Thank you.

Pauline

****

Pauline Silva-Re
Commission Secretary
Juvenile Probation Commission
Office: (415) 753-7870
Pauline.Silva-Re@sfgov.org

For more information on the Juvenile Probation Commission, please visit:
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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, June 11, 2014
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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1. Roll call

2. Public Comment

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3. Review and Approval of the Full Commission Meeting Minutes of April 9, 2014 (ACTION ITEM)

4. Juvenile Advisory Council (JAC) Presentation by Ricardo Garcia-Acosta, JAC Youth Development Specialist/Coordinator (DISCUSSION ONLY)

5 Green Streets Presentation by Tyrone Mullins, Shannon Watts & Dublandu Alemu, Green Streets Founders (DISCUSSION ONLY)

6. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - SF Bar Association beautification project at Log Cabin Ranch Presentation to European Association for Forensic Child and Adolescent Psychiatry
   - BayCat - PREA video project
   - County and Court School Graduation (Woodside Learning Center, LCR, and SF Success Center) at City Hall
   - Site visit to George Junior Republic

   b. Committee Reports

7. Future Agenda Items (ACTION ITEM)

   Announcements

8. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, June 11, 2014
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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Commissioners
Susan Jones, President
Joseph Arellano, Vice President
Julian Chang
Gabe Harp
Annie Wong
Rebecca Woodson

Meeting Minutes

Proceedings:

1. Roll Call:
   President Jones called the meeting to order at 5:35 p.m.
   Present: Joseph Arellano; Gabe Harp; Susan Jones; Annie Wong and Rebecca Woodson.
   Julian Chang was excused.

   Others Present:
   Chief Probation Officer: Allen Nance

2. No Public Comments.

3. Approval of the Full Commission Meeting Minutes of April 9, 2014.
   Motion to approve the Full Commission meeting minutes of April 9, 2014 by Commissioner Harp; second by Commissioner Woodson.
   AYES: Arellano; Harp; Jones; Wong and Woodson. Minutes approved.
   No public comments.

4. Juvenile Advisory Council (JAC) Presentation by Ricardo Garcia-Acosta, JAC Youth Development Specialist/Coordinator (DISCUSSION ONLY)
   Mr. Garcia-Acosta was accompanied by JAC: Kimberly Butler; Jesus Martinez; Dillon Martinez; Lorena Flores; and Tina Ding. Mr. Garcia-Acosta said that JAC supports youths on probation because they too have gone through the system.
   JAC focuses on three areas: First, the Saturday probation orientations, held the first Saturday of each month. They discuss conditions of probation, what is expected and how to access Community Based Organization (CBO's). JAC guides youths through probation and provides them with the right tools while on and after probation. An exit interview is conducted to see

what helps youths through probation to determine "best practices." A 2009-2012 study tracked 400 youths that went through the orientation and it showed an impact on recidivism. Second, JAC focuses on school-based and community presentations. JAC discusses the juvenile justice system; how to avoid it; and how to make right choices. Third, JAC is involved in projects through the Department where they share their experiences. These projects include: the annual job fair, annual camping trip, teen outdoor experience, and other projects. Mr. Garcia-Acosta said they are a support system of peers. They motivate and talk to youths so that they do well with their PO's plan.

Commissioner Wong asked about JAC's recruitment process. Mr. Garcia-Acosta said they have an application process to determine experience, such as what they did to overcome probation and their ability to reach youths, and two to three PO's help with the hiring process.

Commissioner Harp said that "best practices" is really important to everyone, which is what JAC is doing, and to continue trying new approaches. Mr. Garcia-Acosta said they are always trying to evolve to have a better impact on kids.

President Jones asked how JAC is involved with youths once they leave probation and what are the biggest success factors. Mr. Garcia-Acosta said that through the exit process and databases, they reach out to see how youths are doing with the PO's plan, and ask if they need assistance or resources.

No public comments.

5. Green Streets Presentation by Tyrone Mullins, Shannon Watts & Dublandu Alemu, Green Streets Founders (DISCUSSION ONLY)

   David Mauroff gave an overview of how Green Streets evolved. His company, McCormick, Barron, and Madge, manages three public housing projects in SF and faced two challenges: they were mandated to recycle and compost; and to meet the zero waste goals. They were not meeting these goals and faced fines from DPH and Recology. When a solar installation company installed solar panels at one of the projects, they hired some of the residents. After the completion of the installation, Tyrone Mullins spoke with David and said that he wanted to work. With the growing pressure from DPH and Recology, David asked him to come up with a business plan to manage waste and David's company could offer them support to start their own social enterprise. Green Streets was born out of a need and desperation. David's company tried working with other companies, but failed, until Green Streets came along.

   President Jones said that she was so inspired by the Green Streets documentary, she invited them to share their story in May with the youths at JJC.

   Tyrone Mullins discussed how Green Streets got started. After coming home from prison in 2009, he was given the opportunity to be a part of the solar installation in his neighborhood and was excited because this was his first opportunity to work. He did well on the job, but it ended after three months, just as he was getting used to his paycheck. Eager to continue working, he met with David to discuss the recycling problems at the housing project and the blue print for Green Streets evolved. This was the outlet he needed. They recruited people from opposing neighborhoods, which was challenging because these neighborhoods never intertwined, and they started working in Hayes Valley, Plaza East and Bernal Dwellings. Within the first six month, 50% of the trash was going into the proper receptacles. They took classes to better prepare themselves and educated their community.

   Dublandu Alemu said that Green Streets has now expanded to Richmond and West Oakland. In addition, they are in discussions to work with the Sunnydale, Alice Griffith and Garden projects; SF MTA; City of Sacramento; and the state of Atlanta.

   Shannon Watts said that they took the facilitator's training, Wellness Recovery Action Plan, which is a plan to help people get through day-to-day obstacles. In addition, they give back to their community with mental health services.

   James Riley said Green Streets does three things: janitorial services, using green products only; recycling and compost; and beautification of the grounds. The main source of income is through sorting for the zero-waste initiative.

Grant Goughley, Jr., thanked Green Streets for saving his life and their loyalty.
Commissioner Harp congratulated Green Streets on their success.
President Jones congratulated and thanked them for speaking to the JJC youths. The youths were engaged and identified with the members of Green Streets. She also asked what advice they could give the Commission to help these youths. Mr. Mullins said that collaborative efforts and community outreach has inspired them to give back. President Jones would like to continue the relationship with Green Streets to create jobs for youths exiting the system.
Chief Nance also thanked Green Streets not only for their commitment to themselves, but their commitment to the youths at Juvenile Hall. These youths face tremendous challenges without the support of the community and hopes to discuss ways of getting these youths into Green Streets.
President Jones also thanked Mr. Mauroff for helping make Green Streets happen.
No further public comments.

6. Report to the Commission (DISCUSSION ONLY)

a. Chief's Report:

- SF Bar Association beautification project at Log Cabin Ranch (LCR)
  On May 17th, twenty-five SF Bar Association attorneys and LCR youths participated in a successful gardening, planting, and barbeque event. The attorneys were inspired by this event and would like to return to LCR. Chief Nance formally acknowledged Julie Tron, Director of Programs with the SF Bar Association.
- Presentation to European Association for Forensic Child and Adolescent Psychiatry
  Chief Nance discussed collaboration with Juvenile Justice systems in the United States. Psychiatrist, George Forrest, an employee of the Health Department and Juvenile Hall, also attended.
- BayCat – Prison Rape Elimination Act (PREA) video project
  BayCat has a sophisticated audio/visual training and project management programs for youths. They will help develop the video to orient youths as they enter juvenile hall. JAC is also helping with the development of the video.
- County and Court School Graduation (Woodside Learning Center, LCR, and SF Success Center) at City Hall
  Chief Nance acknowledged Liz Jackson-Simpson, Executive Director, SF Success Center for her leadership and efforts to coordinate this yearly event. He said that twenty-eight youths graduated this year.
- Site visit to George Junior Republic (GJR)
  George Junior Republic is an out-of-home placement facility, located in Grove City, Pennsylvania, and is used for youths when needs cannot be met locally. Three of the ten youths placed in the facility, were graduating from the program, and Chief Nance attended the ceremony. Chief Nance spoke with the youths and was pleased to see how well they were doing; what vocational programs were available; and viewed the residential model, a place where house parents actually live. There were over 525 youths in the facility and the facility was at capacity during the visit. The youths are thriving in this type of setting. They are learning new skills, such as masonry, carpentry, welding, automotive repair, and other programs, including an equestrian program with 17 horses that the young men care for. Chief Nance intends to visit all sites where youths are placed and feels it is important for probation managers to see the facilities that provide residential care to their youths. Probation Officers visit each youth in out-of-home placement monthly.
  President Jones asked how the Commission can support the SF Bar Association beautification project at LCR to make this an annual event. Chief Nance said that he has a meeting scheduled with Julie Tron to discuss this further.
  President Jones also asked about the house parents at George Junior Republic and how

it worked. Chief Nance said they moved to the house model because GJR was concerned with the changing shifts. A lot was being lost in the transition. The house parents create consistency and stability because they live there. The parents live in a separate wing, are off at night and staff supervises the youths while they sleep.

- Public comments:
  Liz Jackson-Simpson, Executive Director, Success Center SF, thanked Chief Nance and the Commission for their support. She said this year marked the 16th graduation and the 10th at City Hall. The GED curriculum changed significantly this year and is being aligned with common core standards to better prepare youths. Success Center SF taught teachers from three counties how to prepare for this new GED curriculum.
  Beatrice Duncan, Vice-President of the Board, Success Center SF, spoke of the graduation in May and how honored she is to be part of the organization. She said it is rewarding to see proud parents watching their children graduate and the youths being recognized by Supervisor London Breed and the president of the SFUSD. She thanked Chief Nance and looks forward to continuing to work closely with the Department.
  Vicky Rega, President of the Board, Success Center SF, discussed the new GED curriculum and how they are putting together a testing center with the new computer model at SF Success Center, as well as getting GED testing and proctors in juvenile hall.
  Robin Sonin, Executive Director and Founder, Each One, Reach One, discussed the changes with Federal laws. She said they have been providing services to the boys' maximum security unit at JJC for the past 14 years and providing one-on-one GED tutoring for these youths for the past six years.

b. Committee Reports:
   President Jones said the Ad Hoc JPC Retreat Committee continues to meet on a monthly basis, working on the retreat content, and preparing for the final Commissioner to be appointed. The Committee is making good progress and will be putting together a binder, which will also be an online tool.
   No public comments.

7. Future Agenda Items (ACTION ITEM)

- President Jones asked the Commission to think about off-site locations for future JPC meetings. She said that Commissioner Chang was looking into the Sunset District and she will look into Japan Town.
- No public comments.

8. President Jones adjourned the meeting at 6:46 p.m.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, July 9, 2014
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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1. Roll call

2. Public Comment

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3. Review and Approval of the Full Commission Meeting Minutes of June 11, 2014 (ACTION ITEM)

4. Report on Home Work Program (Unit 5) by Joseph Tanner, Juvenile Hall Program Facilitator (DISCUSSION ONLY)

5. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - Update on Juvenile Hall program initiatives
   - JPD participation in Pink Saturday
   - Current Census in Juvenile Hall and Log Cabin Ranch

   b. Committee Reports

6. Future Agenda Items (ACTION ITEM)

   Announcements

7. Adjournment (ACTION ITEM)

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JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, July 9, 2014
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Commissioners
Susan Jones, President
Joseph Arellano, Vice President
Julian Chang
Gabe Harp
Annie Wong
Rebecca Woodson

Meeting Minutes

Proceedings:

1. Roll Call:
   President Jones called the meeting to order at 5:34 p.m.
   Present: Julian Chang; Gabe Harp; Susan Jones; Annie Wong and Rebecca Woodson.
   Joseph Arellano was excused.

   Others Present:
   Juvenile Hall Director: Luis Recinos

2. Public Comments.
   Thomas Simpson, Director of Afro Solo, discussed their upcoming event, "The Audacity to Succeed: Young Black Men and Boys Soaring to the Future." The event will have job information and apprenticeships for youths and will be held on August 14th at the African American Art and Cultural Center.

3. Approval of the Full Commission Meeting Minutes of June 11, 2014.
   Motion to approve the Full Commission meeting minutes of June 11, 2014 by Commissioner Woodson; second by Commissioner Harp.
   AYES; Chang; Harp; Jones; Wong and Woodson. Minutes approved.
   No public comments.

4. Report on Home Work Program (Unit 5) by Joseph Tanner, Juvenile Hall Program Facilitator will be rescheduled at a later date.

5. Reports to the Commission (DISCUSSION ONLY)

   a. Chief's Report (presented by Mr. Recinos)

- LGBT protocol is presently being discussed and implemented with the support from SPY staff. JPD has added LGBT training sessions as a regular part of the JJC training.
- The new GED program is being introduced at Juvenile Hall. With the new technology, tests can be offered in various locations on laptop computers.
- The Camp Mather trip is scheduled in August and there are around 45 open slots. Four counselors will be participating this year.
- Programs in the Hall have expanded until 9:30 p.m., previously ending at 8:30 p.m. Counseling and other activities are reserved from 9:30 to 10 p.m. In addition, kids now stay in bed until 7 a.m., instead of 6 a.m., and gym programs have been added. Kids can now enjoy two to three times as much outdoor physical activities.
- JJC has launched an intramural program which involves kids from different units competing against each other in outdoor sports activities. This program also includes participation from the girls' unit.
- The Home Work Program (Unit 5) has been very successful. Upon completion of the school day, kids go to their rooms and complete homework assignments. The time is now being utilized in a positive way, similar to a home environment situation. SFUSD has been very helpful and supportive with this program.
- The Marcus Shelby music program will be returning on a quarterly basis.
- Probation Officers were involved in Pink Saturdays, where PO's patrol areas with police officers, as well as Adult Probation Officers. Their goal is to deal with any juveniles the police come in contact with and try to intercede. There were no issues on that day.
- At Log Cabin Ranch, the kids are getting ready to use the pool; the garden project is expanding, produce grown at the ranch is being prepared in the kitchen; and there were three basketball tournaments during the 4th of July holiday.
- The garden project at Juvenile Hall will be expanded from the planter boxes to the courtyard grounds. This expansion will also include involving more youths in the program.
  Commission President Jones asked if there was any cultural sensitivity training at the Hall for the LGBT youth. Mr. Recinos said that the process has already started and they have provided a youth with counseling sessions.
  Commissioner Chang asked about the census at the Hall and LCR. Mr. Recinos said the count at LCR was 20; and 58 at Juvenile Hall (9 females; 49 males).
- Public comments:
  Thomas Simpson asked about the racial breakdown at Juvenile Hall, however, that information was not available.
- No further public comments.

   b. No Committee Reports.

6. Future Agenda Items (ACTION ITEM)

- Commissioner Chang inquired about the August Full Commission meeting. He said that the Board of Supervisors do not meet in August and the commission has followed this lead. President Jones said she will check with Chief Nance to see if he has any pressing matters to discuss.
- President Jones said she invited Fly Organization to present in September. The organization is based in San Mateo, have been very successful with the reentry program, and are trying to expand to SF.
- President Jones said that Tyrone Mullins, one of the co-founders of Green Streets, was nominated among 900 people to go to the White House to receive an award for Champions for Change for Individuals Reentering the Community after Incarceration.
- Commissioner Woodson asked that Mr. Simpson, with Afro Solo, present at the September meeting regarding his upcoming event.
- No public comments.

7. President Jones adjourned the meeting at 6:05 p.m.

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, September 10, 2014
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

1. Roll call

2. Public Comment

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3. Review and Approval of the Full Commission Meeting Minutes of July 9, 2014 (ACTION ITEM)

4. FLY Program Presentation, a San Mateo County based organization that helps youths re-enter society, by Aila Malik, (DISCUSSION ONLY)

5. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - Title IV-e Waiver
   - Camp Mather Teen Outdoor Experience 2014
   - New Assistant Chief Probation Officer

   b. Committee Reports

6. Future Agenda Items (ACTION ITEM)

   Announcements

7. Adjournment (ACTION ITEM)

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Commissioners
Susan Jones, President
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Julian Chang
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Annie Wong
Rebecca Woodson

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Meeting Minutes

Proceedings:

1. Roll Call:
   President Jones called the meeting to order at 5:43 p.m.
   Present: Gabe Harp; Susan Jones; Annie Wong and Rebecca Woodson.
   Joseph Arellano arrived at 5:49 p.m. Julian Chang was excused.

   Others Present:
   Chief Probation Officer: Allen Nance

2. Public Comments.
   Thomas Simpson, Director of AfroSolo, said the "The Audacity to Succeed!" event was moved to September 27th (see 9/10 supporting documents at: http://sfgov.org/juvprobation/full-commission/meetings). Mr. Simpson will present on this event at the October 8th Full Commission meeting.

3. Approval of the Full Commission Meeting Minutes of July 9, 2014.
   Motion to approve the Full Commission meeting minutes of July 9, 2014 by Commissioner Woodson; second by Commissioner Wong.
   AYES: Arellano; Harp; Jones; Wong and Woodson. Minutes approved.
   No public comments.

4. FLY Program Presentation, a San Mateo County based organization that helps youths re-enter society, by Aila Malik, COO (DISCUSSION ONLY)
Fresh Lifelines for Youths (FLY) has been operating as a non-profit since 2000 in Santa Clara and San Mateo Counties. They are hoping to enter San Francisco and/or Alameda by December. FLY believes that children deserve the chance to be more than their past mistakes. In 1998, the FLY concept was started by youths in maximum security in Santa Clara County. The founder, executive director, and former law student put these kids in focus groups and asked for their input. The programs available are: mentoring; legal education; and leadership training.
FLY's solution is to do three things: help youths transform their identity as juvenile delinquents into positive community leaders; with volunteerism and stakeholders relationships, help this population succeed; and with the help of leadership circles, look at juvenile detention reform efforts, disproportionate minority confinement or contact efforts for ways to make the system better. There is a need for FLY based on crime statistics and the costs to the community for incarceration. FLY is hoping to bring the law and leadership model to SF, which teaches kids about laws and consequences of crimes (see 9/10 supporting documents at: http://sfgov.org/juvprobation/full-commission/meetings).
Commissioner Wong asked what it would take to bring the program to SF. Ms. Malik said it would take program feasibility and funding. FLY is trying to secure verbal commitments by December.
Chief Nance thanked Ms. Malik and said that staff members were very engaged in the FLY program when they came to JJC.
No public comments.

5. Reports to the Commission (DISCUSSION ONLY)

a. Chief's Report

- Title IV-e Waiver
Chief Nance said that this is an introduction to an initiative that the City is pursuing. Title IV-e Waiver is an opportunity for SF to achieve more flexibility on how federal funds are used. The Federal Government and the California Department of Social Services previously identified two counties, Los Angeles and Alameda, and they operated with a capped allocation with flexibility on how funds were used. The state has now opened this opportunity and 10 counties have applied for these funds, including SF, and it will require the agreement of the Child Welfare Agency and Probation Department. In addition, JPD will have the opportunity to reinvest in other programs, if funds are not expended, and they will focus on wrap-around services and strategies. In addition, JPD is looking to enhance partnerships with parents to help youths re-enter the family home.
- Camp Mather Teen Outdoor Experience 2014
This is the fourth year for this event and 54 youths participated, along with JPD, Police Department, Mayor's Office, Recreation and Parks, and community agencies. The youths participated in several sessions in advance of the orientation process and learned about leadership, personal responsibility and job readiness workshops. In addition, youths that attended in prior years, participated as peer leaders. Four of the peer leaders were Log Cabin Ranch graduates. JPD will continue to engage youths in the resources made available to them throughout the year. A follow-up barbeque will be held so that youths can reconnect with peer leaders and camp participants.
- New Assistant Chief Probation Officer
Chief Nance introduced Paula Hernandez. Ms. Hernandez worked as the Assistant Chief Probation Officer in Contra Costa County for the past 10 years, and started as a Juvenile Hall Counselor 26 years ago. She has worked in all areas of Probation. Ms. Hernandez is a native San Franciscan and brings a wealth of experience dealing with evidence-based practices and looks forward to working with Chief Nance, the Department and the Commission.

President Jones welcomed Ms. Hernandez.

b. Ad Hoc Committee Report:
President Jones said the JPC Retreat will be held on October 20, 2014. In addition, reference binders were created and will be used as an on-boarding tool for new Commissioners. The Retreat will cover the processes, the overall framework of the juvenile justice process, and how to work together as a Commission.
No public comments.

6. Future Agenda Items (ACTION ITEM)

- The October 8th Full Commission meeting will be held at Sunset Youth Services, located at 3918 Judah Street, beginning at 6 p.m.
- No public comments.

7. President Jones adjourned the meeting at 6:45 p.m.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, October 8, 2014
6 p.m.
Sunset Youth Services
3918 Judah Street
San Francisco, CA 94122

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1. Roll call

2. Public Comment

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3. Review and Approval of the Full Commission Meeting Minutes of September 10, 2014 (ACTION ITEM)

4. Sunset Youth Services Presentation by Ron and Dawn Stueckle, Co-Founders (DISCUSSION ONLY)

5. AfroSolo's Audacity to Succeed! Presentation by Thomas Simpson, Executive and Artistic Director (DISCUSSION ONLY)

6. Title IV-e Waiver Presentation by Human Services Agency and Juvenile Probation Department (DISCUSSION ONLY)

7. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - Update on Juvenile Justice Coordinating Council
   - Family Day at LCR
   - Wells Fargo Service Project
   - Kaiser Educational Theater at Juvenile Hall
   - Marcus Shelby Orchestra Visit to JJC and LCR
   - Mingus Mountain Site Visit
   - Archdiocese Reentry Conference and Resource Fair

   b. Committee Reports

8. Future Agenda Items (ACTION ITEM)

   Announcements

9. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, October 8, 2014
6 p.m.
Sunset Youth Services
3918 Judah Street
San Francisco, CA 94106

Commissioners
Susan Jones, President
Joseph Arellano, Vice President
Julian Chang
Gabe Harp
Annie Wong
Rebecca Woodson

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Meeting Minutes

Proceedings:

1. Roll Call:
   President Jones called the meeting to order at 6:10 p.m.
   Present: Joseph Arellano; Gabe Harp; Susan Jones; Annie Wong; and Rebecca Woodson.
   Julian Chang was excused.

   Others Present:
   Chief Probation Officer: Allen Nance

2. No public comments.

3. Approval of the Full Commission Meeting Minutes of September 10, 2014.
   Motion to approve the Full Commission meeting minutes of September 10, 2014 by Commissioner Woodson; second by Commissioner Arellano.
   AYES: Arellano; Harp; Jones; Wong and Woodson. Minutes approved.
   No public comments.

4. Sunset Youth Services Presentation by Ron Stueckle, Co-Founder (DISCUSSION ONLY)
   Sunset Youth Services is a non-profit organization that was established 22 years ago. They work in case management and digital arts. The facility has an on-site recording studio and they teach and hire 15 youths per year to engineer, produce, write and record their own material. Adriel, A Saint Ignatious student, presented his video, "Invisibility."

Mr. Stueckel said that their passion is to try and capture relationships, while allowing youths to learn and express themselves. Chief Nance would like to show Adriel's video at Juvenile Hall. No public comments.

5. AfroSolo's Audacity to Succeed! Presentation by Thomas Simpson, Executive and Artistic Director (DISCUSSION ONLY)
   The Audacity to Succeed! event was held on September 27th and young black men were invited to attend. Older black men were there to inspire youths with confidence, self-motivation, and life tools; they also wrote letters to motivate the youths. The organization discussed health, apprenticeships and entrepreneurships, and provided information on colleges. They also discussed young black men and the law; youth rights; education; how to get and keep a job; and how to create your own job.
   No public comments.

6. Title IV-E Waiver Presentation by Human Services Agency (HSA) and Juvenile Probation Department (JPD) (DISCUSSION ONLY)
   Catherine McGuire, Finance Director (JPD); Sara Schulman, Director of Probation Services (JPD); Liz Hugo and Joseph Wong, Finance Director (HSA) gave an overview on the Title IV-E Waiver. The following items were discussed: Title IV-E summary; Waiver synopsis; state's implementation; Waiver requirements of counties; what the local status is for discussion and limitations; and how SF is implementing the waiver.
   See Full Commission Supporting Documents at:
   http://sfgov.org/juvprobation/sites/sfgov.org.juvprobation/files/JPD%20Title%20IVE%20Waiver%20Overview.pdf) and
   Juvenile Probation Commission Audio Archive at:
   http://sfgov.org/juvprobation/juvenileprobation-commission-audio-archive).

7. Reports to the Commission (DISCUSSION ONLY)

a. Chief's Report

- The Juvenile Justice Coordinating Council (JJCC) met on September 10th and voted to approve the Public Defender's Juvenile Accountability Grant, in the amount of $75,889, that supports the attorney assigned to the Juvenile Collaborative Re-Entry Court.
- Family Day at Log Cabin Ranch (LCR) was held on September 21st. Family and friends got a chance to see how the youths are progressing.
- The Wells Fargo Service Project, supported by City Youth Now, worked with youths in Juvenile Hall to clear brush from the yard to expand gardening and horticulture projects.
- The Kaiser Educational Theater Program, in conjunction with SFUSD and City Youth Now, conducted a skit for the youths which focused on health, education, and awareness related to HIV and AIDS.
- The Marcus Shelby Orchestra will perform at Juvenile Hall on October 29th. Chief Nance is hoping to bring Marcus Shelby to LCR in the future.
- Chief Nance visited the Mingus Mountain, a residential facility for girls in Prescott Valley, Arizona. Chief Nance visits all residential facilities utilized for youths to understand the nature of the services provided. The facility focuses on academics and treatment.
- The Archdiocese Reentry Conference and Resource Fair occurred on September 27th. Chief Nance sat on the conference panel and discussed JPD's reentry strategies.
- The census at JJC is 66 youths: 52 boys; 14 girls. There are 15 boys at LCR.

b. No Committee Reports.
No public comments.

8. Future Agenda Items (ACTION ITEM)

- Chief Nance suggested a presentation on Interrupt, Predict and Organize (IPO) Strategy by the Mayor's Office.
- President Jones said the JPC Retreat will be held on October 20, 2014.
- No public comments.

9. President Jones adjourned the meeting at 7:55 p.m.

DRAFT

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION RETREAT

Retreat Agenda
Monday, October 20, 2014
8 a.m.
City Hall, Mayor's Conference Room 201
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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AGENDA

Retreat Pre-work:

- Review bylaws, charter and retreat slides
- Come prepared to share your perspective on the role of the commission
- Review JPD values and think about what you believe should be the values of the Commission

Meeting Objectives:

- All report having a functional knowledge of the overall Juvenile Justice process and legal framework for the Juvenile Justice System
- All report having a common understanding for the role of the JPC and how it can support JPD in ensuring that youth are prepared to successfully re-integrate into their communities so that public safety is enhanced
- All report increased awareness of the values and identity of the Commission

Time	Topic	Process
8:00 – 8:30	Continental Breakfast	Optional
8:30 – 8:45	Overview of Meeting Objectives, Agenda, Ground Rules and Logistics	All participate; Commissioner Jones leads
8:45 – 9:15	Ice Breaker: • How are we connected? Testing out the six degrees	All participate; Alfredo Vergara-Lobo & Jeff Mori co-facilitate
9:15 – 10:30	JPD Overview: Part I • JPD vision, mission and values • Socio-Political Environment • Juvenile justice stakeholders • Organizational Structure • Legal Framework	All participate; Chief Nance leads

10:30–10:45	Break	
10:45–12:15	JPD Overview: Part II Operations • Demographics of youth in the juvenile justice system • Juvenile justice case process flow and dispositional options • Program operations, services and community supervision strategies • Characteristics of well-resources Juvenile Justice System	All participate; Chief Nance lea
12:15 -12:45	Lunch	
12:45 – 2:15	Team Building Exercise: Meta-skills Wheel • Generate a common understanding for our collective values as a Commission	All participate; Alfredo Vergara-Lobo & Jeff Mori co-lead
2:15 – 2:30	Break	
2:30 – 3:15	Commission and Department Partnership: • Reaffirm Role of Commission (legal and moral) • Given the challenges described by JPD, what specific skills, resources and networks do individual commissioners have that could be leveraged in the context of the role of the commission, to ensure JPD can perform at its best.	All participate; Alfredo Vergara-Lobo & Jeff Mori co-facilitate
3:15 – 3:30	Conclude and Next Steps: Agenda for JPC Retreat Part 2 • Wrap up day • Overview of JPD 3-year strategic plan (Is there a role for JPC to play in generating the JPD 3-year strategic plan?) • Discussion on Environment in which we would be operating • JPC commitment to support specific goals, including commission role in using data to tell JPD story (Is there a forum, e.g. Programs Committee, where interaction between JPC and JPD can be coordinated on an on-going basis with regard to specific programs or activities?)	All participate; Commissioner Jones leads

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, November 12, 2014
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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1. Roll call

2. Public Comment

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3. Review and Approval of the Full Commission Meeting Minutes of October 8, 2014 (ACTION ITEM)

4. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - Woodside Learning Center: Parents Open House (10/21)
   - Zoo Mobile Visit (10-24-14)
   - Marcus Shelby Orchestra (10-29-14)
   - Introducing, Marc Humphries, LCR Director
   - Juvenile Justice System Training Update: Immigrant Youth

   b. Committee Reports

5. Future Agenda Items (ACTION ITEM)

   Announcements

6. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, November 12, 2014
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Commissioners
Susan Jones, President
Joseph Arellano, Vice President
Julian Chang
Gabe Harp
Annie Wong
Rebecca Woodson

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Meeting Minutes

Proceedings:

1. Roll Call:
   Vice President Arellano called the meeting to order at 5:35 p.m.
   Present: Joseph Arellano; Julian Chang; Gabe Harp; and Annie Wong.
   Susan Jones and Rebecca Woodson were excused.

   Others Present:
   Chief Probation Officer: Allen Nance; Assistant Chief Probation Officer: Paula Hernandez; and LCR Director: Marc Humphries.

2. No public comments.

3. Approval of the Full Commission Meeting Minutes of October 8, 2014.
   Motion to approve the Full Commission meeting minutes of October 8, 2014 by Commissioner Wong; second by Commissioner Chang.
   AYES: Arellano; Chang; Harp; and Wong. Minutes approved.
   No public comments.

4. Reports to the Commission (DISCUSSION ONLY)

   a. Chief's Report:

   - Woodside Learning Center: Parents' Open House (10-21-14)
     Partnered with SFUSD, a homework program was implemented to establish good study habits for youths to carry back into the community. Parents are invited to Juvenile Hall on a monthly basis to participate in parent-teacher conferences; learn the progress of

their child; and offer any feedback. JPD is committed to on-going academic success for youths in Juvenile Hall.

- Zoo Mobile Visit (10-24-14).
  Partnered with community agencies, the Zoo Mobile came to Juvenile Hall. Youths were exposed to zoo animals and learning opportunities.
- Marcus Shelby Orchestra (10-29-14).
  Marcus Shelby performed at Juvenile Hall and shared the history of African American music. Yerba Buena Center for the Arts supports Marcus Shelby and was instrumental in providing the Juvenile Hall visit. The Department is working on a date for Marcus Shelby to perform at LCR.
- Chief Nance introduced Marc Humphries, the new LCR Director.
  Mr. Humphries ran a correctional facility in Washington, D.C., similar to LCR, and knows the Missouri Model. He worked in corrections and parole in Nevada and has a wealth of experience working with youths.
  Mr. Humphries thanked Chief Nance, Assistant Chief Hernandez and the Commission.
  Mr. Humphries has worked in Juvenile Justice for 22 years; in both probation and parole; and is excited to get started in SF.
  Vice President Arellano congratulated Mr. Humphries and welcomed him to SF.
  Commissioner Chang congratulated Mr. Humphries and asked what his priorities were for LCR. Mr. Humphries would like to enhance the Missouri Model; staff training; and reporting statistical data to the Commission on improvements made. He will have a better idea of topics to address in a few weeks.
  Commissioner Wong and Commissioner Harp welcomed Mr. Humphries.
- Juvenile Justice System Training Update: Immigrant Youth
  The Juvenile Justice stakeholders: attorneys, judges, probation personnel, and members of the Superior Court, participated in training to best respond to the needs of undocumented immigrant youths. Stakeholders will continue to educate themselves with the issues surrounding immigrant youths to look for alternative responses to incarceration.
- Police/Juvenile Hall detainees' basketball game. The game was planned by Juvenile Hall counselors as a way to improve relationships between detained youth and San Francisco Police Officers. Police Chief, Greg Suhr, participated in the game. A separate game for girls took place against female officers.
  Vice President Arellano asked how resources were obtained to bring in programs, such as the Zoo Mobile. Chief Nance said with the assistance and services of CBO's and City Youth Now. The Department is eager to partner with these organizations to deliver services to youths.

b. No Committee Reports.
   No public comments.

5. Future Agenda Items (ACTION ITEM)

   - The December 10th Full Commission meeting will be held at Old Skool Cafe, beginning at 6:30 p.m.
   - No public comments.

6. Vice President Arellano adjourned the meeting at 6:12 p.m.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, December 10, 2014
6:30 p.m.
Old Skool Cafe
1429 Mendell Street
(cross streets: Oakdale/3rd/Palou)
San Francisco, CA

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1. Roll call

2. Public Comment

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3. Review and Approval of the Full Commission Meeting Minutes of November 12, 2014 (ACTION ITEM)

4. Presentation on Improving Access to Health Care and Primary Care Homes in San Francisco for Arrested Youth by Dr. Yamini Rao, East Bay Pediatrics (DISCUSSION ONLY)

5. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - JPD and LCR Holiday Events

   b. Committee Reports

6. Future Agenda Items (ACTION ITEM)

   Announcements

7. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, December 10, 2014
6:30 p.m.
Old Skool Cafe
1429 Mendell Street
San Francisco, CA

Commissioners
Susan Jones, President
Joseph Arellano, Vice President
Julian Chang
Gabe Harp
Annie Wong
Rebecca Woodson

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Meeting Minutes

Proceedings:

1. Roll Call:
   President Jones called the meeting to order at 6:33 p.m.
   Present: Joseph Arellano; Gabe Harp; Susan Jones and Rebecca Woodson.
   Julian Chang and Annie Wong were excused.

   Others Present:
   Assistant Chief Probation Officer: Paula Hernandez.

2. No public comments.

3. Approval of the Full Commission Meeting Minutes of November 12, 2014.
   Motion to approve the Full Commission meeting minutes of November 12, 2014 by Commissioner Harp; second by Commissioner Arellano.
   AYES: Arellano; Harp; Jones and Woodson. Minutes approved.
   No public comments.

4. Presentation on Improving Access to Health Care and Primary Care Homes in San Francisco for Arrested Youth by Dr. Yamini Rao, East Bay Pediatrics (DISCUSSION ONLY)
   Dr. Rao had the opportunity to visit JJC while she trained at UCSF and wanted to find a way for healthcare and youths to come together. A 2011 UCSF study, involving 44 youths formerly at Juvenile Hall, were asked questions regarding their healthcare patterns. 85% of youths that left the hall wanted to see a doctor, however, only 6% actually saw a doctor. The youths were further asked about the barriers and 70% said they did not think they had health insurance. Dr. Rao and Huckleberry established a small pilot project a few months ago and additional screening questions were added for CARC Case Managers and Intake

Assessment. These questions were: "Do you have a health insurance? Do you have a doctor? When did you visit the doctor last and were you happy with the care provided?" Families that need assistance are referred to an insurance enrollment specialist or referred to a primary medical facility. The main goal is to incorporate health and overall wellness for these families in the Case plan.
Vice President Arellano asked about the screenings and Dr. Rao said they are done at the facilities in the city.
President Jones asked if questions, such as stress, were addressed to identify youths that might need mental health services. Dr. Rao said mental health is already part of the screening, established prior to this program, and CARC has an in-house therapist.
President Jones asked if they were funded to do this for a period of time. Dr. Rao said they are funded for the next year but enrollment officers are paid through their specific clinics. Dr. Rao is hopeful that further funding will not be needed.
Commissioner Woodson asked about the specific targets and goals for next year. Dr. Rao said it started with these questions; they are collecting data to see what percentage of this population reports being uninsured; and how they can expand programs working with high-risk youths. Dr. Rao is also working with the Health Education Program at Juvenile Hall to talk to youths about health insurance, medical clinics and care. This should be implemented later this year.

5. Reports to the Commission (DISCUSSION ONLY)

a. Chief's Report by Assistant Chief Hernandez:

JPD and LCR Holiday Events:

- The average daily population for November at JJC: 70 (58 boys; 12 girls); the population today was 66. A year ago, the average daily population: 61 (54 boys; 7 girls).
  At LCR: 15 with five graduates in December.
- Mr. Ron Stueckel, Sunset Youth Services, is actively involved at Juvenile Hall and has set-up a sound booth for youths. In January, the sound booth will be set-up at LCR.
- A Shakespeare program gave two performances today of "As You Like It," at for both JJC and LCR youths. In addition, the library brought in a special guest speaker, Jason Ramos, a New York author, who writes urban-style young adult books.
- An RFQ was recently issued for vendors to provide services for JJC and LCR. The approved programs are: Bats Improv, an improvisational program that works with youths; Brenda Perdue's Zumba Fitness Classes; Instituto Familiar De La Raza Inc., will do on-going cognitive development; Lemonade: A Yoga Program and Niroga, will focus on yoga and healthy well-being; and Performing Arts Workshop.
- JPD is getting ready to do the self-inspection for the Juvenile Detention Alternative Initiative.
- Seven LCR youths received 24-hour home passes for Thanksgiving and five will receive 24-hour passes for Christmas Eve.
- California Conservation Corp, a program at LCR, is working with youths to make hot plates and wooden jewelry boxes for gifts for their families. A church is donating full Christmas dinners for five youths to bring home to their families. Other events have been planned over the winter break, such as a beach barbeque, hiking, and visiting the computer museum.
- Juvenile Hall is working with SPY to provide culinary training over the winter break. In addition, job exposure and education programs are also being set up, as well as staff/youth sports tournaments.
- The JPD holiday party is December 18th from 2-4 p.m. in the JJC multi-purpose room.

b. No Committee Reports.
No public comments.

6. Future Agenda Items (ACTION ITEM)

- President Jones said the Ad Hoc Retreat Committee will meet in January to summarize the JPC Retreat. The Committee will also discuss getting the Commission Binder online.
- President Jones would like Chief Nance to present the 5-Year Action Plan in January.
- President Jones would like to address the issues of undocumented youths in the New Year.
- President Jones would like to have an overview of how the Commission is dealing with transitional services for youths.
- Vice President Arellano inquired about Juvenile Detention Alternative Initiative updates and volunteered his support.
- No public comments.

7. President Jones adjourned the meeting at 7:17 p.m.

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